

THE UNIVERSITY OF WYOMING

MINUTES OF THE TRUSTEES

NOVEMBER 10-11, 2000

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

**TRUSTEES OF THE UNIVERSITY OF WYOMING
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November 10-11, 2000

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THE UNIVERSITY OF WYOMING

MINUTES OF THE TRUSTEES

November 10-11, 2000

CALL TO ORDER

President Spicer called the Business Meeting to order at 10:20 am on Saturday, November 11, 2000.

ROLL CALL

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

ANNOUNCEMENTS

No announcements were made.

APPROVAL OF SEPTEMBER 15-16, 2000 MINUTES OF THE TRUSTEES

Trustee Haynes moved to approve the Minutes of September 15-16, 2000. Trustee Hunt seconded. Trustee Schaefer asked that the September Minutes be amended to reflect that he was in attendance Thursday, Friday and Saturday morning until Executive Session. Trustee Bonner requested an amendment on approval of tuition for children of alumni found on page 5 to read: "Trustee Hunt noted that during Executive Session the Board discussed a change in the tuition rate for children whose parents are graduates of UW and live out of state. She moved that the

Board approve tuition at 150% for non-resident sons and daughters of University of Wyoming graduates; seconded by Trustee Ritthaler. The motion carried." President Spicer called for the vote on the motion to approve the September Minutes as amended. Motion carried.

President Spicer noted the Executive Committee Minutes of October 13, 2000 required approval. Trustee McCue moved for their approval; Trustee Bonner seconded. The motion carried.

ASUW REPORT

Kara Calvert distributed statistics on Safe Ride. Safe Ride has received an excellent turnout; the route has been redone to accommodate riders; a marketing campaign during the end of the semester will hopefully increase ridership next semester; and, this year focused on Vote 2000 and with adjustments to schedule, provided rides to election polling places.

ASUW has developed Connecting Future Generations to help with recruitment in students' hometowns. Work has been done with Sara Axelson and the admissions counselors on this program.

The Senate process is going well; 30 new senators are in place; and legislation is being developed and should have action soon.

Trustee Jorgensen thanked ASUW for the Safe Ride Program.

In response to George Longpre's query, Ms. Calvert reported a public forum would be held November 27 to discuss tuition and another would be held the first week of December to discuss fees.

STAFF SENATE REPORT

George Longpre reported to the Board that October has been extremely busy with civic and campus duties. A local family was adopted by Staff Senate for Thanksgiving and Christmas and there has been an outpouring of support and contributions. Senators have provided input to the President while serving on various campus committees. Comments have been received from the University campus on the proposed UniReg 5 draft. Staff Senate has also held several discussions on SPAM.

The Credential and Elections Committee is reviewing campus representation by Senators. The Communications Committee has done a great job in preparing and distributing the Lariat as well as keeping the Staff Senate web page up-to-date. Debbie McKinstry, of Institutional Advancement, has been selected the Outstanding Employee of the 3rd Quarter by the Recognition Committee. Donated items will be sold at the Holiday Market with proceeds going to the endowment fund. The Compensation Committee has been very active with a review of the employee evaluation process and reviewing SPAM procedures.

FACULTY SENATE REPORT

Ken Gerow reported that faculty members are involved in ongoing discussion on Universities Studies; however, there has been no resolution. Lunch forums have been held on general education issues.

Dr. Gerow mentioned that at the July meeting, there was reference of a softball game with Staff Senate; the faculty did not lose the game.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

The Academic and Student Affairs Committee met on Friday, November 10 with the following members present: Kathy Hunt, Chair; Debbie Hammons, Taylor Haynes, Pete Jorgensen, and Ron McCue. The following items were brought before the full Board by Trustee Hunt:

Greek Life Task Force

Office of the President
Post Office Box 3434
Room 206, Old Main
Laramie, Wyoming 82071-3434
(307) 766-4121

September 14, 2000

To: Members of the Greek Life Task Force

Dr. John Steadman, task force chairman, Electrical Engineering
Mr. Noah Buckley, Sigma Epsilon House Corporation
Mr. John Holtz, Kappa Sigma House Corporation
Ms. Carissa Miller, Associate Director of Housing
Ms. Linda Nydahl, Manager of Accounting
Mr. Drew Patrick, Sigma Nu
and Presidents of the Interfraternity Council and Panhellenic Council
Mr. Nathan Maclean
Ms. Stacie Shreiner

Re: President's Response to the Recommendations of the Greek Life Task Force Report

Dear Task Force Members:

Since our meeting on May 1, I have had the opportunity to consider thoroughly the recommendations of the Greek Life Task Force. The purpose of this memorandum is to provide you with my formal response to each of your recommendations and to indicate what I think are the next appropriate steps.

Let me start by acknowledging that it is an outstanding report. Thank you for all of the thoughtful work that went into its preparation. It is obvious that the members of the Task Force

are dedicated to the Greek system and committed to solving the problems that have plagued it in recent years. I want you to know that I share that commitment.

For ease of discussion, I have numbered the recommendations in the order in which they appear within the body of your report. Following a statement or summary of each recommendation, you will find my response and then an explicit delegation of authority or responsibility for appropriate follow-up.

1. Fiscal Management

Committee Recommendation 1.1 (p. 5): Improve communication between the Greeks and the University on fiscal matters by assigning Associate Vice President for Administration and Finance Phill Harris or his designee as the financial liaison for the Greek houses.

President's Response: I agree that communication between Greeks and administration is crucial. In addition to the support provided by the Assistant Director for Fraternity/Sorority Life (in the Office of Student Life), Associate Vice President Phill Harris should provide guidance on financial matters. I will ask Vice President for Administration and Finance Dan Baccari to revise that individual's job description to include this responsibility. I like the idea of the administration providing training sessions for the house treasurer—and maybe an "assistant" treasurer. I understand that the election processes for the fraternities and sororities are governed by the national organizations, but continuity can be an issue with respect to financial matters. If possible, it would be helpful if the president-elect and treasurer-elect had a year of training before they assumed their offices.

Required Action: Actions consistent with my response should be initiated by Vice President Baccari and Associate Vice President Harris. By copy of this memo, I will ask the presidents of the Interfraternity Council (IFC) and the Panhellenic Council to work with the Office of Student Life to take the recommendation on the appointment of assistant treasurers to each house for their consideration, and to report back through Vice President for Student Affairs Leellen Brigman on actions taken in response to this request.

Committee Recommendation 1.2 (p. 5): In order for the treasurer of each house to learn more about the management of social dues of the chapters but also the collections of room and board and other payments of bills, Associate Vice President Harris or his designee should plan and schedule workshops at the beginning of each semester for presidents and treasurers of all houses. The subject matter would include budgeting, collection of monthly payments from members, financial reporting, University utility billings, familiarity with the University offices and personnel that can provide information and assistance, and the sharing of "best practices" among the houses. Attendance would be mandatory. Restrictions on the move-out policy or other appropriate discipline could be levied if attendance at these meetings is sporadic.

President's Response: I will ask Associate Vice President Harris or his designee to support the Greek leadership with workshops to discuss financial management. I agree that attendance should be mandatory, with appropriate sanctions imposed by Office of Student Life, if necessary.

I will expect the IFC and the Panhellenic Council to enforce the attendance at these meetings. In addition, I think the treasurers would benefit from the ongoing support of monthly meetings with someone from Administration and Finance (such as current Manager of Accounting Linda Nydahl). The responsibility of paying bills in a timely fashion rests on the houses; houses that can't satisfy this expectation—or devise a way to meet it—will simply have no future at the University.

Required Action: Associate Vice President Harris should take the lead in organizing these workshops and in working with the Office of Student Life, the IFC, and the Panhellenic Council to establish procedures to ensure attendance. Appropriate mechanisms to enforce discipline upon those houses that fail to attend these workshops (without excused absences) must also be established. By copy of this memorandum, I will also ask the Office of Student Life to work with the IFC and Panhellenic leadership to place before the houses the question of whether additional measures should be implemented to ensure the timely collection of house obligations by members of our fraternities and sororities.

Committee Recommendation 1.3 (p. 6): The Physical Plant should provide monthly billing for electricity, water, and gas. Steam will be billed over a nine-month period. Mailings should be sent by the 10th of each month, with meter readings to occur between the 15th and the 20th of the prior month. Each month, bills should be sent to the chapter president, to the House Corporation, and to the Assistant Director for Fraternity/Sorority Life.

President's Response: I agree that regular and accurate billings are essential for proper management at the chapter level. I can understand why the sporadic billing of the past was a big problem and am glad to hear that the current process described in the report has been working well. I appreciate the cooperation of the Physical Plant employees in expediting this new system over the past year. I thought it might be excessive to send out three copies of each bill to each Fraternity/Sorority, but it sounds like this has been helpful. If bills are not received or if there are questions about the bill, it is the responsibility of the Greek house to contact the billing person directly. The Assistant Director for Fraternity/Sorority Life will help the Greek houses follow up if problems occur.

Required Action: Vice President Baccari (with support from Vice President Brigman) should ensure that all appropriate procedures are in place to provide timely billing and follow-up.

2. UW Living Agreement

Committee Recommendation 2.1 (p. 7): The "Fraternity/Sorority and University Residence Hall Living Agreement" should be streamlined, reorganized, and updated to reflect current practices. Seven specific changes to the agreement are recommended: adding mission statements; updating insurance requirement to \$1M; releasing more residence hall contracts as rewards for good performance; reducing the age requirement for signatures on contracts; adding a "Violations" section; adding a glossary, and extending the move-out period to include the entire fall semester.

President's Response: I can agree with nearly all of the provisions of the revised "Living Agreement" contained in Appendix B of the Task Force Report. There is, to be sure, some minor editing that can be done for clarity. In addition, while I agree that a revised residence hall move-out formula should be based upon positive incentives (including chapter grade point average and the presence of a house mentor), the present proposal seems to place the burden for securing each house's financial stability upon having new freshman residents. I cannot agree to the notion that the residence halls should suffer financially while few of our Greek organizations impose any live-in requirements upon their membership. Any revised move-out formula must incorporate: a) a minimum live-in requirement for each chapter that places a fair burden for support of the house upon non-freshman students; and b) a cap on move-outs that will keep the aggregate negative impact upon the University's housing and food service budgets at an acceptable level.

Required Action: I will ask Vice President Brigman to meet with the IFC and Panhellenic leadership to discuss how best to revise the move-out formula to reflect the principles I articulated above. Once an acceptable formula has been devised, I will ask Vice President Brigman to prepare a final draft of the "Fraternity/Sorority and University Residence Hall Living Agreement."

3. House Mentor System

Committee Recommendation 3.1 (p. 11): Implement a house mentor system for all UW fraternities and sororities to ensure long-term stability in our chapters. The requirement, however, would not be in the best short-term interest of the Greek system because of the financial investment and inconsistency in national policies on this issue. The Task Force recommends establishment of a pilot program that would provide certain University-sponsored incentives for those houses willing to hire a house mentor. Incentives would include the provision of graduate assistantships for house mentors, subsidized board, reduction in utility bills, etc.

President's Response: There does not seem to be much disagreement that restoration of a house mentor system is, in the words of the Task Force, "necessary to ensure long-term stability in our chapters." The issue in dispute is whether the houses that currently do not have mentors can afford them and who should pay the cost. Although I am not opposed in principle to the concept of the University helping to pay for house mentors, it is not at all clear to me that the dire financial consequences of having a house mentor (estimated at approximately \$9,000 per year, not including certain health-related benefits) apply equally to all houses. Clearly, houses with larger memberships have the ability to assume most of these costs since they can spread that cost across more students. In addition, many of the problems that currently contribute to the financial instability of many houses relate to their unwillingness to establish minimum live-in requirements for their membership. Finally, to my knowledge, there has not been an in-depth analysis of the financial circumstance of each house, including the charges that houses levy upon their residents and their members at large. Having a house mentor must be seen simply as one of the costs of having a house—like paying for house maintenance and utilities—that must be borne by residents and non-residents alike.

Required Action: With all due respect to the Task Force's recommendation, I do not believe that we will achieve complete restoration of a house mentor system on a voluntary basis, even with positive incentives in place. Accordingly, I will take the following approach:

- All fraternities or sororities will be expected to have a live-in house mentor in place no later than fall 2002. Houses failing to meet this requirement by the beginning of fall semester, 2002, will lose their ability to recruit students out of the residence halls in that semester. Houses failing to meet this requirement by January, 2003, will have their University recognition withdrawn.
- Any house organization that believes that it cannot achieve this goal with its own resources will be permitted to apply to the University for limited financial support. A complete financial disclosure of house assets and liabilities will be required for the University to evaluate that request. I will ask Vice President Baccari to conduct the required analysis and to make recommendations to me on the appropriateness of University support. University funding, if it is to be provided, will be based on a house-by-house analysis of what is required to support the presence of a house mentor.
- As recommended by the Task Force, it is necessary to establish minimum qualifications and job requirements for house mentors. I will ask Vice President Brigman to establish these qualifications and requirements in consultation with the IFC and Panhellenic leadership, and to provide for appropriate training and performance evaluation procedures (perhaps through the Department of Housing and Residence Life).

4. Use of Alcohol in Fraternities

Committee Recommendation 4.1 (p. 13): The committee has recommended certain revisions to the "Social Responsibility Guidelines," with the goal of making that document easier to understand and, therefore, easier for chapters to be in compliance. The changes include a checklist format; incorporation of new governing rules for sororities; addition of a statement ensuring compliance with national guidelines; and introduction and establishment of a Greek Judiciary Council with enforcement authority.

President's Response: I think the committee did a good job with the revision of the "Social Responsibility" document, but I believe that additional work is required. It must be understood that this document provides guidelines for the fraternities in terms of their insurance providers—rather than their compliance with the University's regulations. The University has its own set of guidelines concerning alcoholic beverages in university owned or controlled living units (UniReg 240, approved in November 1988, and the alcohol policy approved in November 1998). The "Social Responsibility Guidelines" must fully reflect an understanding that compliance with extant University regulations and policies is required. In addition, it seems to me that the Guidelines could be strengthened by:

- Including a more specific statement about the duties and responsibilities of the Alcohol Free Monitor Team members, including their ability to refuse service to intoxicated individuals and to seek security or medical assistance as appropriate;
- Developing some system that ensures that there is house accountability for strict enforcement of the “guest list,” monitoring, and security requirements contained in the Guidelines; and
- Adding a specific provision stating that it is the responsibility of chapter officers, members, monitors, security guards, and party participants to ensure the legal and responsible use of alcohol.
- Required Action: I will ask Vice President Brigman to take the lead in consultation with the IFC and Panhellenic leadership and the Office of General Counsel to revise the "Social Responsibility Guidelines" to reflect the principles articulated above. For a discussion of the Greek Judiciary Council, see my response to Recommendation 7.1.

5. Technological Challenges

Committee Recommendation 5.1 (p. 14): Matching funds should be sought for the \$16,500 ASUW appropriation for wiring Greek row to the UW Internet system. The funds must be obtained and a contract signed before the close of the current fiscal year (otherwise the ASUW allocation will return to the ASUW special projects fund).

President's Response: I support the wiring of the Greek houses to give all members access to the UW Internet system, and Vice President for Information Technology Robert Aylward has informed me that the ASUW appropriation of \$16,500 provides a non-activated fiber optic connection to each participating Greek house. The additional \$17,250 would activate one connection in each house. An activation is accomplished by providing a minimal amount of network equipment and in-house wiring from the equipment to one common room located inside the house. It is the absolute minimum required to provide a high-speed circuit for Internet and network access in each Greek house.

Required Action: Last spring, I authorized the expenditure of University funds for this purpose. The installation work was completed by the Division of Information Technology this summer.

Committee Recommendation 5.3 (p. 14): Subsequent funding to fully wire each house should be obtained through Greek fundraising efforts. The University should establish an all-Greek alumni list through the Foundation database to facilitate this and other fundraising projects.

President's Response: Ideally, every student room in each house would be supplied with appropriate wiring and an activated connection. To provide that level of service, roughly \$487,000 would be needed on a one-time basis and \$78,000 on an annual basis (which includes \$10,500 for equipment replacement; \$23,000 for Client Support Services' consulting support; and estimated operating and access costs). I think the fundraising idea is a good one. I am very

optimistic that, once lines get into the houses, alumni will come through with the wiring into the rooms. I have heard that Associate Vice President for Institutional Advancement Molly Williams has been working with the Greeks on the database issue and has approved the establishment of an all-Greek subset of the data. I concur.

Required Action: The initiative for private fundraising must come from the Greek community, but the University's Division of Institutional Advancement will provide support as required.

Committee Recommendation 5.4 (p. 14): A user consultant from the Division of Information Technology should be assigned to all Greek house to provide troubleshooting and maintenance support for the network connections (similar to the arrangement offered to ResNet customers in the UW Residence Halls and River Village apartments).

President's Response: I agree that the University should provide both data and Internet connectivity and user consultants to all students living on campus as well as to all University employees. Information Technology estimates that the cost of user consulting services for all Greek houses would be about \$23,000 per year. The additional annual cost of providing data and Internet connectivity to the Greek Community is approximately \$13,200 per year.

Required Action: The annual costs of providing both ResNet user support and connectivity to the Greek community is about \$3,300 per house per year. I have asked Vice President Aylward to evaluate options for a billing formula which recognizes that the houses vary widely in terms of the number of students served. Just as we levy "per student" charges for ResNet services, so should we attempt to bill the fraternities and sororities on a "per student" basis so that the bill to each house reflects the differences that exist in the number of students served. In this way, small houses will not be disadvantaged in paying for ResNet services.

6. Greek Life Marketing and Image

Committee Recommendation 6.1 (p. 17): A new committee should be established to review all materials that are sent to prospective students regarding the UW Greek system. IFC and Panhellenic should expand current positions to assist the Office of Student Life and the Admissions Office in undertaking this review.

President's Response: This sounds like a good idea.

Required Action: I will ask Vice President Brigman to initiate the appropriate review within the Office of Admissions and the Office of Student Life.

Committee Recommendation 6.2 (p. 17): The committee (mentioned in Recommendation 6.1) should compile photos and press releases for distribution by University Public Relations.

President's Response: This, too, sounds like a good idea.

Required Action: Through Vice President Brigman, I will direct the Assistant Director for Fraternity/Sorority Life to take on the responsibility to collect the materials and coordinate this effort with the houses and with Manager of the News Service Jim Kearns. Associate Vice President for Enrollment Management Sara Axelson is already providing information about Greek Life in the UW viewbook. I would suggest Director of Public Relations Jay Fromkin to include in UWyo magazine an article about the work of the task force and, in the future, feature articles on fraternity and sorority service projects.

Committee Recommendation 6.3 (p. 17): The promotion of the Greek system should occur on a much broader scale during New Student Orientation.

President's Response: Associate Vice President Axelson has been working with the Office of Student Life and the Greek system to provide at Admissions Office events as other student organizations do.

Required Action: Associate Vice President Axelson will meet with new Interim Director of Greek Life Jesus Rios to ensure that Greek organizations understand the opportunities that exist for them to be part of the mix of students who promote UW. For these opportunities to continue to be available, continued progress by the Greek community in achieving a higher level of academic, social, and fiscal accountability must be seen.

Committee Recommendation 6.4 (p. 17): A listserv should be established for all University faculty and staff who are affiliated with (or are alumni of) the Greek system at UW or on other campuses. (IFC and Panhellenic could conduct a survey of UW employees and then recreate the listserv for all respondents.) The listserv would be used to distribute information about activities, make available useful advice from alumni, and foster better relations between the Greek system, faculty, and staff.

President's Response: Voluntary participation in a listserv would be fine with me.

Required Action: Through Vice Presidents Brigman and Aylward, I will ask that the Assistant Director for Fraternity/Sorority Life and staff in Information Technology to work with Greek representatives to be designated by the IFC and Panhellenic Council to establish and manage this listserv.

Committee Recommendation 6.5 (p. 18): The University should heighten exposure of the Greek system on the UW web page. IFC and Panhellenic would assume responsibility for maintaining their web pages and develop guidelines for homepages.

President's Response: This is a good idea that should be implemented.

Required Action: Representatives from IFC and Panhellenic Council should work with the University Public Relations Webmaster to include appropriate information about the Greek houses on the UW website. I will ask Vice President Brigman to designate the Assistant Director for Fraternity/Sorority Life to oversee this project.

Additional Comment: Although I support all of the recommendations made by the Task Force on the matter of how the Greek System can improve its image and marketing, I should point out that all of the recommendations dealt with the rather narrow question of how various channels of communication could be utilized to improve how the Greek community tells its story to the public. Such efforts, while laudable, need to be complimented by additional academic and social programming that will actually enhance the attraction of the system to potential members. Greek life in general might be more attractive to more students (and their parents) if it is seen—as it is in several of our existing houses—as positive reinforcement for achieving a student’s academic goals.

7. Stature of the Interfraternity and Panhellenic Councils

Committee Recommendation 7.1 (p. 19): Establish a Greek Judiciary Council to empower IFC and Panhellenic. The University should transfer responsibility for Greek judiciary matters to this Council, which would serve as an appellate body.

President's Response: Although I harbor some reservations about this recommendation, I am willing to accept the Task Force recommendation. Our IFC and Panhellenic leadership can only become stronger and more accountable for building a strong Greek system if vested with the commensurate responsibility of self-governance. Accordingly, I will authorize a three-year pilot program to experiment with the idea of a Greek Council. Subsequent review and evaluation of the effectiveness of that system will determine whether it will be continued. The draft document submitted in Appendix F of the Task Force Report is a good starting point for additional discussions that should be held this year to determine precisely the expected role, responsibilities, and disciplinary authority of the Council. It is important that we clearly understand those matters involving chapters that would be subject to Greek Council jurisdiction and those matters involving individual members that would be subject to our established student disciplinary procedures.

Required Action: I will ask Vice President Brigman to convene an appropriate workgroup of University staff and Greek representatives to refine Appendix F for eventual approval by the President and the Board of Trustees. I will ask General Counsel Dave Baker to assign himself or a member of his staff to work closely with this group to draft an acceptable revision that can be submitted and approved in the 2000-2001 academic year; there are some legal issues relating to public records and open meetings that may be in conflict with the draft in Appendix F. Assuming that these and other issues can be resolved, I would like to see the Greek Council begin operation in the fall of 2001. During academic year 2003-2004, Vice President Brigman will be responsible for evaluating the success of the Greek Council and for making recommendations as to its continuance or discontinuance. For my part, those aspects of the existing draft that require revision include:

- All nominees to the Council as determined by Section C of Appendix F must be subject to the approval of the University President.

- Faculty and Staff members nominated and selected to serve on the Council should be selected by the University President and not subject to the voting procedure outlined in section C of Appendix F.
- Any provisions for filling vacancies on the Council should be consistent with the two principles listed above.
- A decision by the Council chair (one of the six student Council members) to dismiss a complaint without hearing may be reversed by the President who may require a hearing to be held.
- The participation of attorneys in this process as representatives of the defendant Greek organization in any disciplinary action should be strictly limited, if not eliminated.

8. Relations between the University Administration and the Greek Leaders

Committee Recommendation 8.1 (p. 21): Ten recommendations were made, which include: developing a plan to help fraternities uphold contracts; developing a plan to support Greek continuity for their operations and debt payment; enhancing the role of alumni; marketing philanthropic and service activities; giving IFC and Panhellenic the authority to discipline members and houses that violate the "Social Responsibility" guidelines; involving Greeks in University welcoming events; supporting Greek events with administrators attending; encouraging faculty/staff attendance at Greek events; establishing a President's open forum for the Greek community; and linking UW administrators with Greek House Corporations.

President's Response: All of these ideas sound good to me. Many of them are covered by other recommendations contained in the Task Force Report. Others are wholly within the purview of the chapter houses to address. Of all the recommendations, however, the idea of having an annual open forum with members of the Administration and the Greek community strikes me as an extremely important initiative for keeping the channels of communication open and for promoting mutual understanding. Indeed, my responses to the Task Force report might very well serve as the basis for the first such forum.

Required Action: I will ask Vice President Brigman to work with the IFC and Panhellenic leadership to organize the first such forum and to ensure participation by key University staff (including me) and members of our fraternities and sororities.

9. Other Issues: Rush Process

The Task Force report indicates that "there are a variety of concerns about the Rush process," including a concern "that the system is unfair and almost encourages Rush violations." A number of specific recommended actions then follow, most of which seem to make good sense. I will comment individually on some of those (below), but it seems to me that the most important thing that could be done is for the IFC and Panhellenic leadership to work with the

Office of Student Life to review and revise the current rush rules to address concerns and issues about the conduct of rush.

Required Action: I will ask Vice President Brigman to direct the Office of Student Life to work with the IFC and Panhellenic leadership to organize a review of rush rules and to make recommendations for change.

Committee Recommendation 9.1 (p. 23): To address the question of why some students do not complete the rush process, it was recommended that IFC and Panhellenic Council conduct an e-mail survey of all first-year students and all upper-class rushees to examine why students didn't participate in rush, didn't complete the process, or didn't join a house.

President's Response: This seems like a good thing to do to determine what negative perceptions of the rush process or of particular houses might have led a student to drop out of the rush process.

Committee Recommendation 9.2 (p. 23): Presentations about rush and Greek life should be made during the first meeting of all UNST 1000 classes in the fall semester.

President's Response: I'm less enthusiastic about this recommendation than most of the others. The syllabus for UNST 1000 is already too full; most instructors will probably resist trying to squeeze in additional information about the Greek system. Moreover, with the current debate underway about the future of our University Studies program and the first-year course, this is probably not an initiative in which we should invest too much time.

Committee Recommendation 9.3 (p. 23): Ask the Residence Halls to make an exception on the advertisement rules regarding the placement and size of rush postings. IFC and Panhellenic officials would clean up their materials from the Residence Halls when rush ends.

President's Response: Without knowing more about the issue from the perspectives of the Housing and Residence Life administration, I have no problem with it. However, there may be larger issues that need to be considered.

Required Action: Vice President Brigman should make this decision after consulting with representatives of IFC and Panhellenic, the Assistant Director for Fraternity/Sorority Life, and Director of Housing and Residence Life Beth McCuskey.

Committee Recommendation 9.4 (p. 23): IFC and Panhellenic should revise current rush rules to state that rush infractions will be handled by the Greek Judiciary Council.

President's Response: That would seem to be an appropriate role for the new Greek Judiciary Council.

Required Action: See response to Recommendation 7.1, above.

Let me close by noting that the issue of the adequacy of outside lighting on Fraternity/Sorority Mall, while not raised by the Task Force, is one that has come to my attention in discussions with student leaders. Last spring, I asked our Physical Plant staff to conduct a formal study of the lighting in that area of campus. That study confirms that the lighting in the Mall area is inadequate and does not meet current standards. Although there is no quick, inexpensive way to solve the problem, we are proceeding with a project to replace the existing light fixtures with more modern ones that have greater output and improved photometrics. It is believed that these changes will double the available light. Their report will be available soon, and action will be taken to enhance student safety on the Mall.

Again, let me compliment the Task Force on the work you have completed. With this response, you can consider your assignment completed and the Task Force ended. I am confident that by acting together on the recommendations you have made, the University administration and the Greek community will create the kind of positive and mutually supportive environment for student growth and development that has been a hallmark of a UW education.

Sincerely,

Philip L. Dubois
President

PLD:ter

cc: University Trustees
UW Executive Council
Registrar and Interim Director Rebecca Macon, Student Life
Interim Assistant Director Jesus Rios, Fraternity/Sorority Life
Manager Linda Nydahl, Accounting
Director George Krell, Physical Plant
Director Beth McCuskey, Housing and Residence Hall Life
Manager Jim Kearns, News Service
Editor David Eisenhauer, UWyo Magazine
Webmaster Pat Wolfenbarger, Public Relations

President Dubois reviewed the material presented in the Report. Dr. Brigman introduced Dr. Andrew Turner, Dean of Students, and Jesus Rios, Coordinator for Greek Life. Kara Calvert introduced students in attendance: Zach Lehman, PKA President and IFC President; Leviy Johnson, PKA member and IFC VP of Social Events; Nicole Novotny, Tri Delta member and

Panhellenic Secretary; Paul Chojnacky, Sigma Phi Epsilon President; and, Corinne Schwarz, Tri Delta and Panhellenic Representative to ASUW.

Trustee Hunt questioned the makeup of the board. One judicial board would be established with representatives from the Panhellenic Council and IFC with involvement of Greek and non-Greek members worked out. President Dubois noted the ultimate sanction for a house that does not implement the house mentoring system would be the loss of University recognition. Jesus Rios clarified that if a house is not recognized by the University, it would not be recognized at the national level and it would lose its charter. Mr. Rios requested that communication with the houses on the new council be very clear. He also stated several houses have expressed concern about one board. It was reported that sorority rush is dramatically different than fraternity rush and each are unique in their own way, which possibly creates difficulty for one board. The pilot program will begin fall of 2001 for a three-year test period.

Trustee Hunt expressed appreciation on behalf of the Board for the work of the Task Force and those providing input for the meeting.

Trustee Hunt, in an effort to ensure long time Greek involvement on campus, moved for approval of the in-house mentor, the judicial council and to accept the Task Force recommendations and acknowledge the receipt of the report. Trustee Bonner seconded the motion. Motion carried.

Transfer of the Computer Science Department to the College of Engineering

Action Item 61 of the Academic Plan calls for an assessment of “alternative organizational arrangements that will strengthen the University’s presence in computing, information technology, and information management.” In the summer of 1999, a team of

scientists from the American Association for the Advancement of Science visited UW and recommended that the University consider closer administrative ties between the Department of Computer Science and the College of Engineering.

Since then, the Department of Electrical Engineering has bolstered its commitment to Computer Engineering by organizing its curriculum into a formal B.S. degree program, jointly administered by Electrical Engineering and Computer Science faculty members. In addition, the Department of Computer Science has developed a professional M.S. program in Computer Science. Recently, the two departments submitted a successful proposal to the Wyoming EPSCoR Project to hire a new faculty member in Electrical Engineering who will focus on computer engineering, formal methods, real-time systems, and computer architecture. An important purpose of this new position will be to help solidify the curricular and research ties between Electrical Engineering and Computer Science.

To complement these activities, the Deans of Arts and Sciences and Engineering, together with the department heads and faculty of the Departments of Computer Science and Engineering, have discussed the possible transfer of the Department of Computer Science to the College of Engineering. The advantages of such a move would include access by Computer Science to improved facilities in the Engineering building, closer physical proximity between two departments that have begun to have a shared interdisciplinary interest, and, in the long run, perhaps greater opportunities to attract strong faculty members and maintain parity with national salary levels in Computer Science.

Faculty members in the Department of Computer Science have voted unanimously in favor of the transfer. In addition, the department has begun to draft a new plan that envisions a

role both in support of greater ties with Electrical Engineering and in support of Management Information Science and the M.S. in e-Business.

The Office of Academic Affairs will recommend that the Academic and Student Affairs Committee recommend to the Board that the Department of Computer Science be transferred out of the College of Arts and Sciences and into the College of Engineering.

Dr. Buchanan reported that all levels support this move with a unanimous vote by Computer Sciences. The Department will physically move to the Engineering Building, freeing up space in Wyoming Hall.

Trustee Hunt reported this item was moved to action by the Committee on Friday and so moved for the transfer of the Computer Science Department to the College of Engineering with the unanimous support of faculty and respective Colleges. Trustee Bonner seconded. Motion carried.

Physics Plus

The Department of Physics and Astronomy requests renaming the “Professional Curriculum” (a concentration) as listed on page 160 of the 2000/2001 General Bulletin with “Physics Plus.” None of the requirements for the concentration will be changed, nor will this change the department’s course offerings.

Accompanying this change should be a modification of the term “Professional Degree Program,” which now appears on the students’ transcripts. In the case of the concentration, Physics Plus Meteorology, transcripts should read “Physics Plus Meteorology.” The suggested curriculum for Physics Plus Meteorology was developed and agreed to by the Departments of Physics and Astronomy and the Department of Atmospheric Science, as well as the Air Force

Institute of Technology, for the purpose of filling Air Force scholarships in meteorology. The curriculum can be found at http://flights.uwyo.edu/das_new/PhysicsPlus.htm.

This degree concentration is now in effect and is populated by two majors on full Air Force scholarships. The proposed renaming will place more accurate nomenclature on students' transcripts, for their benefit and to maintain the concentration's relationship with the Air Force scholarship program. The current nomenclature is somewhat unrepresentative in the eyes of the Air Force and our students and makes recruiting students awkward.

The Department of Physics and Astronomy intends to add several new concentrations (Physics Plus Environmental Science, for example) over the next two years. None will require an increase in the number of courses delivered. The Department requests that each of these concentrations have an associated label, "Physics Plus...", to appear on students' transcripts.

Dr. Buchanan reported this is a wording request change to be reflected on student transcripts. The department is moving in the best direction with this focused minor to connect physics to engineering, geology and other areas at UW. Trustee Jorgensen stated he is pleased with what Physics has done but he is concerned with the terminology of Physics Plus.

Trustee Hunt noted the Committee moved this item to action during the Friday meeting and so moved for approval the renaming of Physics Plus with no change in degree requirements. She also noted department student enrollment is up and two new faculty members are on board. Trustee Haynes seconded the motion. Motion carried.

Trustee Hunt noted the following information items brought to the attention of the Committee.

Libraries, Archives and Museums Update

Action Item 140 of UW's Academic Plan raises the question of a common administrative structure for the Libraries and AHC. Action Item 141 raises the question of collections management on our campus. The Office of Academic Affairs has appointed a panel to consider the advantages and efficiencies that might be gained from a common administrative structure. The panel will consider possible administrative structures and provide recommendations regarding the Libraries, the American Heritage Center, the Art Museum, and the Geology Museum. Currently the Libraries, the AHC, and the Art Museum report individually to the Vice President for Academic Affairs. The Geology Museum reports to the Dean of Arts and Sciences.

The panel will be small, consisting mainly of outside experts who will review the current situation and assess the pros and cons of different organizational possibilities. B. Oliver Walter, Dean of Arts and Sciences, has agreed to serve as a panelist and on-campus liaison for the group. Loren Crabtree, Provost of the Colorado State University; Barbara Lyman, ACE Fellow from Southwest Texas State University; John Keck, Director of the Wyoming Department of State Parks and Cultural Resources; Andrew Gulliford, Director of the Center of Southwest Studies at Fort Lewis College in Durango, Colorado; Harold Billings, Director of General Libraries, University of Texas at Austin; and Andrea Norris, Director, Spencer Museum of Art, University of Kansas, have also agreed to serve.

The panel will meet at the University of Wyoming November 30 – December 1, 2000. Members will tour facilities and discuss issues and opportunities with representatives from each of the affected organizations, their advisory groups, and constituents.

Official Enrollment Analyses – October 1, 2000

Dr. Brigman and Sara Axelson presented information on enrollment. Growth over the past five years has been in outreach students. It has taken six years to recover from new admissions standards in freshmen enrollment. Figures show a two percent increase in freshmen retention. The emphasis placed on enrollment management thru the infusion of monies is beginning to show benefits. The web is the key to getting information in the hands of interested prospects. It is critical the search engines direct inquiries to UW. Ms. Axelson reported that UW participated for the first time in an on-line student fair and expects better opportunities in future events. It has been possible to host chat room discussion during the spring semester using the web. UW has seen an increase in minority enrollment and hopes to retain those students. The Denver recruitment office is open and Jennifer Williams has made numerous contacts and is doing a great job for the University.

A more detailed report will be presented at the January meeting.

School of Pharmacy Accreditation – Exit Interview Results

The School of Pharmacy received an accreditation site visit from the American Council on Pharmaceutical Education (ACPE) on October 5-6, 2000. Full “accredited” status is expected, which will complete the review process required by the ACPE for programs in “candidate” accreditation status. The site visitors highlighted the successful employment of the new Doctor of Pharmacy (Pharm.D.) curriculum and the graduation of the first class of Pharm.D. degree recipients. They also noted that 100% of the graduating class successfully completed the North American Pharmacy Licensure Examination (NAPLEX) with a collective passing score at the national average for first time takers. In addition, the site visitors acknowledged Dean H.

John Baldwin for his leadership and contributions to pharmacy education upon the announcement of his resignation as Dean, and they indicated that the programs of the School of Pharmacy are consistent with the ACPE “Standards 2000” requirements. Furthermore, the site visitors indicated that a heightened emphasis on basic and applied research by students and faculty is an appropriate goal for the school at this stage in its development. Finally, the ACPE team recommended that a strategic plan be developed for the school following successful recruitment of new leadership, and that consideration be given to the development of a process for continuous quality assessment of the program.

College of Business Accreditation – Exit Interview Results

On September 25-27, 2000, the College of Business hosted an AACSB team that conducted the on-site component of the 10-year re-accreditation review. This evaluation, which included extensive interviews across the campus, followed up on the College’s Self-Evaluation Review that was completed during the 1999-2000 academic year. The review resulted in a unanimous recommendation by the three-member team for full accreditation status. The final re-accreditation decision will be made by the AACSB at their meeting on December 5, 2000.

Commendations for the University and College included:

- Student-centered environment characterized by positive interactions between students and faculty, students and administration and students with each other.
- Internship program administered by the Business Assistance Center.
- The advising center and advising services for COB students.
- High levels of student satisfaction concerning their UW education.
- The process utilized to develop the COB mission statement and the UW academic planning process.
- The University and College tenure and promotion review process.
- Interdisciplinary cooperation and enthusiasm of the faculty developing the e-Business graduate program.
- Statewide undergraduate and graduate programs.

- The four new College of Business faculty hires.

Wyoming Veterinary Laboratory Accreditation

The Accreditation Committee of the American Association of Veterinary Laboratory Diagnosticians (AAVLD) voted to accept the site-visit team's report and recommendations regarding the Wyoming State Veterinary Laboratory (WSVL). The AAVLD has conferred accreditation for another five years. The AAVLD team also expressed their recognition of the support and guidance that WSVL has received from the UW administration.

National Survey of Student Engagement Report

The University of Wyoming joined 276 four-year colleges and University in The National Survey of Student Engagement (NSSE) 2000. The survey was designed specifically to evaluate the extent to which students are engaged in a number of good educational practices and the gains from their college experience. It was developed, in part, in response to "ranking" of institutions in the popular press by resource and reputational measures. Supported by a grant from The Pew Charitable Trusts, the survey is conducted by Indiana University's Center for Post-Secondary Research and Planning. NSSE 2000 was designed to provide results that would be useful to individual institutions for improvement of undergraduate education, to external stakeholders of higher education such as accrediting and state agencies, to the media and for college guides.

The survey results, entitled **The College Student Report**, contains sections on college activities, educational and personal growth, opinions about your school, and background information. Results are reported separately for senior and first-year students. Comparisons were also made with the entire national sample and for the 41 Carnegie Research I & II

institutions that participated. UW students responded similarly to the seniors or first-year students in both the national and research university samples for many of the questions. Items for which UW students did show significant positive differences ($p > .001$) are outlined briefly:

- UW seniors indicated they used e-mail more often to contact instructors and fellow students than did seniors in the national sample.
- UW seniors indicated they rewrote papers or assignments more often than did seniors in both the national and research institution comparisons (an activity associated with development of writing skills).
- UW first-year students reported working with other students on projects during class more often than did first-year students at the research institutions (an activity associated with communications and teamwork skills development).
- UW seniors reported a higher number of written papers or reports of 20 pages or more than did seniors from the research institutions in the study.
- UW seniors reported working fewer hours off campus than do seniors in the national sample.

Areas for which significant negative differences were reported include:

- UW first-year students reported taking more exams that were multiple-choice or short-answer, rather than mostly essay or open-ended than did first-year students at the research institutions in the study.
- UW first-year students reported more “very little” contribution by their college education to personal development in this area compared to more contribution in the area by institutions in the national sample.
- UW first-year students reported spending less time studying and on academic work than do first-year respondents in either the national or research university samples.

This summary report outlines the significant differences obtained. For a broader understanding of the approaches used to evaluate the level of student engagement and the Engagement Index, the full report should be reviewed.

Student Loan Default Rates

Eight years ago, the national student loan default rate was 22.4 percent. Today, that national rate has dropped to 6.9 percent. Throughout that time, UW has been well below the national averages and has followed a similar downward trend.

Figures released by the U.S. Department of Education at the end of September show UW's student loan default rate for FY 1998 to be 3.2 percent. This is less than half the national rate and well below the average rate of 6.2 percent for Wyoming postsecondary institutions.

UW's rates for the past three years are 5.6 percent for FY 1996, 4.0 percent for FY 1997, and 3.2 percent for FY 1998.

Institutional Ties to Universidad del Valle de Guatemala

During the period 8-11 October 2000, a delegation from the University of Wyoming visited Universidad del Valle de Guatemala (UVG). This university is a private institution, located in Guatemala City, that has approximately 2,400 students. The UW delegation consisted of Trustee Peter Jorgensen, Vice President for Academic Affairs Thomas Buchanan, Associate Vice President for Academic Affairs Myron Allen, Professor Lewis Bagby as Director of International Programs, and Associate Professor of Modern Languages Patricia Hamel.

Discussions during the visit explored a wide variety of opportunities for institutional cooperation, including possibilities for faculty exchanges, student recruiting, studies abroad, and short collaborative interests. Of special interest for UW are UVG's programs and expertise in Entomology, Pharmacy, Archaeology and Anthropology, Ecotourism, and Environmental Sciences. Correspondingly, UVG seeks greater cooperation and expertise in many areas, including materials and structural engineering, geographic information sciences, clinical psychology, and web-based instructional design.

Steps to develop these opportunities in the near future will include the compilation of a roster of UW faculty specializations and interests, contacts between individual departments at the two institutions, and discussions between deans and central administrators about the financial

details associated with sabbatical exchanges and visiting faculty arrangements. In the long range, the two institutions may develop joint research efforts and cooperation in the delivery of degree programs.

BUDGET COMMITTEE

The Budget Committee of the Trustees met on Thursday, November 9, and on Friday, November 10, 2000 with Trustees Debbie Hammons, chair; Dave Bonner, Pete Jorgensen, Jerry Saunders, Greg Schaefer, and Hank True present. The following items were presented to the full Board.

Audit Reports - Fiscal Year 2000

The Audit Reports were not distributed prior to the meeting. Jim Hearne from the firm of McGee, Hearne and Paiz was present and walked the Board thru the reports and answered questions posed. There are five components of the reports.

WPR - Meet the requirements of the national public radio association. They have rendered an unqualified opinion.

Athletics Audit - Meet the requirements of NCAA from 1996 financial audit guidelines. Guidelines for athletics and Cowboy Joe were just presented. There have been no findings in the last two years.

Bond Funds - There has been compliance with various bond covenants, and with GAAP. They have rendered an unqualified opinion.

Compliance Report - UW is in compliance with US Office of Management and Budget for grants and contracts. The reports are on federal awards and compliance of internal control. The reports are a summary of independent auditors' results, although there were no compliance findings and no reportable conditions.

General Purpose Financial Statements - General Controller of US - They have rendered an unqualified opinion.

Trustee Hammons thanked Mr. Hearne for his efforts and feels certain that they received cooperation for this audit. Thanks also to UW employees who helped bring this information together. Trustee Hammons asked the administration to respond to the Board in January how the reportable items and non-compliance have been addressed. President Dubois also requested that the audits be made available to him as well.

Trustee Hammons moved for approve of the external audit reports as presented. Trustee Haynes seconded the motion. The motion carried.

FY 2001 Budget Adjustments

It is recommended that the Budget Committee recommend to the Trustees of the University of Wyoming that the Section I operating budget for the 2001-2002 biennium be increased in the amount of \$2,613,148. The increase is to accommodate the following:

- a. Carryover of \$2,324,782 of earmarked revenue from the previous biennium for course fees (\$70,115); computer fees (\$482,224); and Summer School activities (\$1,772,443);
- b. \$53,366 of additional revenue generated by 2000 Summer School activities; and
- c. \$235,000 for support services for the biennium for the President's Office (\$110,000 per year) and the Board of Trustees (\$7,500 per year) which will be funded from the Medical Contract Repayment Account. For the past several years, the support budgets for the President's office and the travel budget for the Trustees have not been adequate. Annually, funds have been transferred into the accounts to cover these shortages. After completing the transfers last year, a plan was developed to permanently increase the operating budgets for these units and place these changes in

the annual operating budget. Development of the operating budget for this fiscal year did not incorporate this increase and it is now necessary to make this adjustment. Overall, the level of expenditures for these two accounts will not increase from that of prior periods. This increase will simply establish the permanent budget allocation and eliminate the need to process annual budget transfers.

At the close of each biennium, a reconciliation of revenue is completed for computer fees, course fees and summer school activities. Adjustments, either upward or downward, are done in order to keep budget authority in line with revenue collections.

The following table is a summary of the 2001-2002 biennial budget adjustments:

<u>Revenue Source</u>	<u>Budget Adjustment</u>
Course Fees	\$ 70,114.49
Computer Fees	482,224.08
<u>Summer School</u>	<u>1,772,443.24</u>
Previous Biennium Carryover	\$2,324,781.81
2000 Summer Session	53,365.55
Medical Contract Repayments	<u>235,000.00</u>
Total 2001-2002 Biennium	\$2,613,147.36

Note: The 2000 Summer Session revenue is \$1,527,190.55. Of that amount, \$1,473,825.00 was distributed in the Operating Budget index for Fiscal Year 2001, leaving \$53,365.55 to be distributed.

Phill Harris reviewed the items that deal with earmarked revenue, additional revenue and support services. The support services item is a permanent adjustment to the President's office and the Trustees' budget. The total adjustment to the operating budget is \$2.6 million.

Trustee Hammons moved to approve the FY 2001 budget adjustment. Trustee Haynes seconded the motion. The motion carried.

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 August 26, 2000, through October 19, 2000.

ASSOCIATION FOR BIODIVERSITY INFORMATION - 07/18/2000 - 10/30/2000	\$	4,989
Gary Beauvais; Wyoming Natural Diversity Database - Provide element occurrence records on threatened or endangered species.		
BAYER CORPORATION - 01/01/1999 - Open	\$	2,200
Stephen Miller; Plant Sciences - Various weed biology and control.		
BP AMOCO - 09/01/2000 - 09/30/2002	\$	89,530
Drew Johnson; Civil Engineering - Recover hydrocarbons with densities less than water.		
BP AMOCO - 09/01/2000 - 09/30/2002	\$	140,479
Drew Johnson/Marjorie Bedessem; Civil Engineering - Phytoremediation of petroleum contaminated soil.		
BP AMOCO - 09/01/2000 - 09/30/2002	\$	212,847
Peter Stahl/Katta J. Reddy/J. Daniel Rodgers; Renewable Resources - Phytoremediation of petroleum contaminated soil.		
BP AMOCO - 09/01/2000 - 09/30/2002	\$	72,368
Joshua Johnson/Jeffrey Hamerlinck; Spatial Data and Visualization Center - Phytoremediation of petroleum contaminated soil.		
COLORADO, UNIVERSITY OF - 07/01/2000 - 06/30/2001	\$	46,290
Joe Schoeber; Casper Family Practice - AIDS education and training.		
COLORADO, UNIVERSITY OF - 01/01/2000 - 12/31/2000	\$	18,000
Fay Whitney; Nursing - Mountain and plains partnership agreement.		
COLORADO POTATO ADMINISTRATIVE COMMITTEE - 01/01/1999 - Open	\$	6,350
Gary Franc; Plant Sciences - Regional plant diseases.		
COMPOSIFLEX - 06/01/1999 - Open	\$	160
Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.		
CRITICAL ANGLE, LLC - 06/01/2000 - 03/31/2001	\$	27,480
B. Patrick Sullivan/Lewis Noe; Chemistry - Portable biosensor for monitoring pentachlorophenol in pump water.		
CROPSCIENCE - 01/01/1999 - Open	\$	13,500
Stephen Miller; Plant Sciences - Various weed biology and control.		

E.I. DU PONT DE NEMOURS AND COMPANY - 01/01/1999 - Open Stephen Miller; Plant Sciences - Various weed biology and control.	\$	14,000
ELECTRIC POWER RESEARCH INSTITUTE - 06/01/2000 - 12/31/2000 Nancy Stanton/Jeffery Gruver; Zoology - Local bat species wind turbine site carcasses.	\$	6,495
GENERAL ELECTRIC COMPANY - 08/04/2000 - 09/15/2000 John Ackerman; Chemical Engineering - Catalytic coating with goke barrier for fuel nozzles and pigtails.	\$	5,566
GRIFFIN L.L.C. - 01/01/1999 - Open Gary Franc; Plant Sciences - Regional plant diseases.	\$	3,400
JOB TRAINING PARTNERSHIP AGREEMENT - 07/01/1993 - Open Jacque Cook; Agriculture Dean's Office - Salary reimbursement for job training.	\$	1,285
MAXIM TECHNOLOGIES, INCORPORATED - 09/11/2000 - 06/30/2001 Elizabeth Williams; Veterinary Sciences - Alternative livestock programmatic environmental impact statement.	\$	7,500
MERIAL LIMITED - 10/01/1999 - Open John Lloyd/James Waggoner; Renewable Resources - Experimental topical material for control of migrating and subdermal hypoderma.	\$	28,394
MONSANTO COMPANY - 01/01/1999 - Open Stephen Miller; Plant Sciences - Various weed biology and control.	\$	34,500
MONTANA STATE UNIVERSITY - 05/15/2000 - 12/31/2000 Paul Johnson; Physics and Astronomy - Experiments for sub-orbital rocket development.	\$	6,500
MURIE AUDUBON SOCIETY - 05/01/2000 - Open Stanley Anderson/Wayne Hubert/Frederick Lindzey; Zoology - Research support.	\$	1,000
NATIONAL GEOGRAPHIC SOCIETY - 09/01/2000 - 08/31/2001 William Gribb; Geography and Recreation - Support programs for the Wyoming Geographic Alliance.	\$	75,155
NATIONAL RESEARCH COUNCIL - 07/01/1999 - 06/30/2001 Kellie Trujillo; Geology - Graduate fellowship.	\$	7,500
NEWTON FOUNDATION - 09/01/2000 - 03/31/2001 Homer R. Hamilton III; Civil Engineering - Prestressed rammed-earth wall behavior under cyclic loading.	\$	40,000
NORSK HYDRO PRODUKSJON AS - 06/01/2000 - 12/31/2000 Ronald Steel; Institute for Energy Research - Shelf-slope klinoform facies and trajectories.	\$	28,000

NORTH DAKOTA STATE UNIVERSITY - 07/01/2000 - 06/30/2001 Khaled Ksaibati; Civil Engineering - Low volume roads and bridges.	\$	58,028
NORTH DAKOTA STATE UNIVERSITY - 07/01/2000 - 06/30/2001 Eugene Wilson; Civil Engineering - Enhance safety and reduce tort liability.	\$	44,586
NORTH DAKOTA STATE UNIVERSITY - 07/01/2000 - 06/30/2001 Cenk Yavuzturk/Khaled Ksaibati; Civil Engineering - Temperature fluctuation of asphalt pavement.	\$	31,605
PACIFICORP - 06/01/2000 - 05/31/2001 Nancy Stanton/Jeffery Gruver; Zoology - Local bat species and wind turbine site carcasses.	\$	5,000
PINE BLUFFS, TOWN OF - 07/01/1990 - 06/30/2001 Charles Reher; Anthropology - Archaeological testing.	\$	4,400
POPLAR LIVING CENTER - 02/12/1993 - 12/31/2000 Joe Schoeber; Casper Family Practice - Medical services for nursing home patients.	\$	2,500
PRESCRIPTION SOLUTIONS - 07/01/2000 - 09/30/2001 Sheryl Herner/Robert Scalley; Pharmacy - Study of coumadin to warafin transition.	\$	2,574
ROCKY MOUNTAIN COMPOSITES - 06/01/1999 - Open Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.	\$	1,810
ROCKY MOUNTAIN ELK FOUNDATION - 05/01/2000 - Open Stanley Anderson/Wayne Hubert/Frederick Lindzey; Zoology - Research support.	\$	13,653
ROHM AND HAAS COMPANY - 01/01/1999 - Open Gary Franc; Plant Sciences - Regional plant diseases.	\$	2,500
SCIENTIFIC INSTRUMENTATION LIMITED - 02/01/1996 - Open James Rosen; Physics and Astronomy - Balloon launch equipment support.	\$	2,300
SHEPHERD OF THE VALLEY CARE CENTER - 02/12/1993 - 12/31/2000 Joe Schoeber; Casper Family Practice - Medical services for nursing home patients.	\$	2,500
SHOSHONE & ARAPAHO TRIBES - 12/01/1999 - Open Kenneth Heinlein; Wyoming Institute for Disabilities - Child development assessments.	\$	1,500
SIPCAM AGRO USA, INCORPORATED - 01/01/1999 - Open Gary Franc; Plant Sciences - Regional plant diseases.	\$	2,500
UNITED STATES BUREAU OF LAND MANAGEMENT - 08/11/2000 - 07/31/2003 Marcel Kornfeld; Anthropology - Black Mountain archaeological research.	\$	24,000
UNITED STATES BUREAU OF LAND MANAGEMENT -	\$	25,000

08/14/2000 - 12/31/2001

Audrey Shalinsky/Linette Poyer/Michael Harkin; Anthropology - Existing ethnohistory synthesis of Powder River basin.

UNITED STATES BUREAU OF LAND MANAGEMENT - \$ 4,000
08/10/2000 - 09/30/2001

Audrey Shalinsky; Anthropology - Martin's Cove artifact analysis.

UNITED STATES BUREAU OF LAND MANAGEMENT - \$ 15,750
09/29/2000 - 09/30/2003

Ronald Hartman; Botany - Floristic survey in the Worland public lands.

UNITED STATES BUREAU OF LAND MANAGEMENT - \$ 5,000
08/08/2000 - 05/31/2001

Gregory Wilkerson; Civil Engineering - Dead Horse Creek stream stability evaluation.

UNITED STATES BUREAU OF LAND MANAGEMENT - \$ 33,000
09/29/2000 - 09/30/2001

Jeffrey Hamerlinck; Spatial Data and Visualization Center - Master title plat development.

UNITED STATES BUREAU OF LAND MANAGEMENT - \$ 30,000
09/30/1999 - 09/30/2004

Jeffrey Hamerlinck; Spatial Data and Visualization Center - Geospatial database for coalbed methane resources.

UNITED STATES BUREAU OF LAND MANAGEMENT - \$ 5,000
09/29/2000 - 09/30/2001

Walter Fertig; Wyoming Natural Diversity Database - Special Desert Yellowhead status survey.

UNITED STATES BUREAU OF LAND MANAGEMENT - \$ 12,400
09/28/2000 - 09/30/2001

George Jones; Wyoming Natural Diversity Database - Data management of species of concern and natural communities on public lands.

UNITED STATES BUREAU OF LAND MANAGEMENT - \$ 15,000
09/28/2000 - 12/31/2001

Douglas Keinath; Wyoming Natural Diversity Database - Inventory and mapping Preble's Meadow Jumping Mouse on public lands in Wyoming.

UNITED STATES BUREAU OF LAND MANAGEMENT - \$ 28,000
09/28/2000 - 11/30/2002

Douglas Keinath; Wyoming Natural Diversity Database - Inventory, mapping, and modeling of mountain plovers on public lands.

UNITED STATES BUREAU OF LAND MANAGEMENT - \$ 49,900
07/16/1999 - 05/31/2003

Stanley Anderson; Zoology - Oil and gas development impact on sage grouse.

UNITED STATES BUREAU OF LAND MANAGEMENT - 05/26/2000 - 09/30/2002 Stanley Anderson; Zoology - Effects of prescribed fire on sage grouse habitat.	\$	25,000
UNITED STATES BUREAU OF LAND MANAGEMENT - 09/25/2000 - 09/30/2002 Stanley Anderson; Zoology - Electric fences and big game.	\$	20,000
UNITED STATES BUREAU OF LAND MANAGEMENT - 09/25/2000 - 09/30/2002 Steven Buskirk; Zoology - Study of black-tailed prairie dogs and small mammal spatial variation interrelationships.	\$	17,000
UNITED STATES BUREAU OF LAND MANAGEMENT - 02/01/1999 - 09/30/2002 Frederick Lindzey; Zoology - Monitor elk movement in Jack Morrow hills.	\$	10,000
UNITED STATES BUREAU OF LAND MANAGEMENT - 09/25/2000 - 09/30/2002 Nancy Stanton/Jeffery Gruver; Zoology - Arlington wind energy power generation turbine farm on bats.	\$	4,000
UNITED STATES DEFENSE LOGISTICS AGENCY - 10/01/2000 - 09/30/2001 Ronda Coguill/Andrew Hansen; Mechanical Engineering - Mechanical testing and numerical analysis.	\$	232,562
UNITED STATES DEPARTMENT OF AGRICULTURE AGRICULTURAL RESEARCH SERVICE - 09/15/1997 - 09/14/2002 David Kazmer; Renewable Resources - Remote sensing of leafy spurge.	\$	15,683
UNITED STATES DEPARTMENT OF AGRICULTURE AGRICULTURAL RESEARCH SERVICE - 05/30/1997 - 04/30/2002 James Waggoner; Renewable Resources - Grazing, animal nutrition, and livestock management strategies.	\$	38,000
UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE - 09/15/2000 - 09/30/2004 Suzanne Pelican; Family and Consumer Sciences - Wellness in the Rockies.	\$	2,187,500
UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE - 09/15/2000 - 09/30/2004 Sylvia Moore; WWAMI Medical Education Program - Wellness in the Rockies.	\$	2,187,500
UNITED STATES DEPARTMENT OF AGRICULTURE ECONOMIC RESEARCH SERVICE - 09/30/1999 - 09/30/2002 Jason Shogren; Economics and Finance - Consumer benefits of improved food safety.	\$	150,000

UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 06/01/2000 - 03/31/2001 Ronald Hartman; Botany - Floristic survey on the Payette National Forest.	\$	11,500
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 09/21/1998 - 01/31/2002 Dennis Knight; Botany - Range of natural variability assessment for Wyoming.	\$	48,818
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 09/19/2000 - 05/31/2001 Henry Heasler; Chemical Engineering - Oil and gas interactive internet map site.	\$	20,000
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 09/25/2000 - 07/31/2001 John Tschirhart; Economics and Finance - Examination of development paths of resource abundant regions.	\$	25,000
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 08/20/1999 - 09/30/2001 Angela Hild; Renewable Resources - Recruitment of winterfat as influenced by the presence of cheatgrass.	\$	8,000
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 09/01/2000 - 08/31/2001 Harold Bergman; School of Environment and Natural Resources - Medicine Bow National Forest plan revision.	\$	3,500
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 07/21/1999 - 09/30/2002 Stanley Anderson; Zoology - Survey for woodpeckers in Black Hills.	\$	5,000
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 09/05/2000 - 07/15/2001 Steven Buskirk; Zoology - Parameter refinement for habitat capability models.	\$	6,500
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 09/06/2000 - 09/05/2005 Robert Hall; Zoology - Hyporheic storage of marine nitrogen in streams.	\$	59,940
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 09/14/2000 - 06/30/2003 Gregory Hayward/Melissa Scott; Zoology - Boreal owl study.	\$	16,000
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 09/28/2000 - 09/30/2001 Frederick Lindzey; Zoology - Bear management conference.	\$	5,000
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 09/05/2000 - 09/30/2002 David McDonald; Zoology - Genetic structure of boreal owl populations.	\$	4,000

UNITED STATES DEPARTMENT OF AGRICULTURE NATURAL RESOURCES CONSERVATION SERVICE - 10/01/2000 - Open Ronald Hartman; Botany - Automating county level data.	\$ 3,000
UNITED STATES DEPARTMENT OF EDUCATION - 09/01/1999 - 08/31/2001 Charles Ksir; Education Dean's Office - Teacher quality enhancement.	\$ 950,280
UNITED STATES DEPARTMENT OF EDUCATION - 11/01/2000 - 10/31/2001 Manuel Gallegos; Student Educational Opportunity - Math science initiative project.	\$ 10,000
UNITED STATES DEPARTMENT OF EDUCATION - 10/01/1999 - 09/30/2000 Richard Nauman; Student Educational Opportunity - McNair scholarship program.	\$ 3,000
UNITED STATES DEPARTMENT OF EDUCATION - 10/01/2000 - 09/30/2001 Richard Nauman; Student Educational Opportunity - McNair scholarship program.	\$ 269,538
UNITED STATES DEPARTMENT OF EDUCATION - 10/01/2000 - 09/30/2001 Curtis Sandberg; Student Educational Opportunity - Trio dissemination partnership program.	\$ 148,688
UNITED STATES DEPARTMENT OF EDUCATION - 10/01/2000 - 09/30/2001 Keith Miller; Wyoming Institute for Disabilities - New options in technology.	\$ 599,074
UNITED STATES DEPARTMENT OF ENERGY - 09/15/2000 - 09/14/2002 Anne Sylvester; Botany - Genes regulating cell division during leaf development.	\$ 193,000
UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001 Pradeep Agarwal/John Steadman/William Gern; Chemical Engineering - Novel CO2-based coal upgrading.	\$ 50,007
UNITED STATES DEPARTMENT OF ENERGY - 09/30/1997 - 09/29/2001 Pradeep Agarwal/John Steadman/William Gern; Chemical Engineering - Critical role of air.	\$ 49,948
UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001 David Bell/Brian Towler/John Steadman/William Gern; Chemical Engineering - Hydrocarbon emissions.	\$ 28,632
UNITED STATES DEPARTMENT OF ENERGY - 09/15/1998 - 09/14/2001 David Bell; Chemical Engineering - Supercritical solubility of explosive binders.	\$ 49,997
UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001 Mrityunjai P. Sharma/Paul Dellenback/William Lindberg/John Steadman/William Gern;	\$ 31,658

Chemical Engineering - Supercritical fluids.

UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001	\$	49,138
D. Scott Bohle/John Steadman/William Gern; Chemistry - New boedeker catalyst/flue gas.		
UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001	\$	50,000
Dean Roddick/John Steadman/William Gern; Chemistry - Hydrocarbon conversions.		
UNITED STATES DEPARTMENT OF ENERGY - 08/15/2000 - 12/31/2001	\$	74,612
Jeffery Yarger; Chemistry - Amorphous solids and phase transitions.		
UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001	\$	65,192
David Foster/John Steadman/William Gern; Civil Engineering - Remediation/hydrocarbons in groundwater.		
UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001	\$	2,800
Mohan Junna/William Gern; Civil Engineering - Hydrocarbons in groundwater.		
UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001	\$	51,004
Robert Kubichek/John Steadman/William Gern; Electrical Engineering - Power system radio interference.		
UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001	\$	88,500
John McInroy/John Steadman/William Gern; Electrical Engineering - Feedback control/large motors.		
UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001	\$	60,371
Sadrul Ula/John Steadman/William Gern; Electrical Engineering - Photovoltaic energy sources.		
UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001	\$	49,265
John Steadman/William Gern; Engineering Dean's Office - Program management and coordination.		
UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001	\$	32,427
Sally Steadman/John Steadman/William Gern; Engineering Dean's Office - Human resource development.		
UNITED STATES DEPARTMENT OF ENERGY - 09/30/1997 - 09/29/2001		27,100
Sally Steadman/John Steadman/William Gern; Engineering Dean's Office - Human resource development.		
UNITED STATES DEPARTMENT OF ENERGY - 07/24/2000 - 09/30/2003	\$	110,356
Steven Holbrook; Geology - Three-dimensional structure and physical properties of a methane hydrate deposit and methane gas reservoir.		
UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001	\$	31,028
Mark Stayton/John Steadman/William Gern; Molecular Biology - Microbial dechlor/pentachlorophenol.		

UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001 Patricia McClurg/John Steadman/William Gern; Natural Science Program - Human resource development.	\$ 35,983
UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001 Stephen Williams/William Gern; Renewable Resources - Phytoremediation/metal contaminated soils.	\$ 2,800
UNITED STATES DEPARTMENT OF ENERGY - 09/01/1995 - 09/29/2001 Stephen Williams/John Steadman/William Gern; Renewable Resources - Phytoremediation/metal contaminated soils.	\$ 35,588
UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES - 09/01/2000 - 08/31/2001 Joseph Steiner/Catherine Oliphant; Pharmacy - AIDS planning grant.	\$ 50,000
UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES - 08/01/2000 - 07/31/2001 Kenneth Heinlein; Wyoming Institute for Disabilities - Head start collaboration project.	\$ 50,000
UNITED STATES DEPARTMENT OF VETERANS AFFAIRS - 07/01/1997 - 09/30/2001 H. John Baldwin; Pharmacy - Clinical pharmacy services.	\$ 33,092
UNITED STATES ENVIRONMENTAL PROTECTION AGENCY - 09/01/1999 - 08/31/2002 Nancy Stanton; Zoology - Support for a graduate fellowship.	\$ 6,580
UNITED STATES GEOLOGICAL SURVEY - 09/05/1996 - 12/31/2001 Stanley Anderson; Zoology - Sensitive species in Wyoming.	\$ 21,337
UNITED STATES GEOLOGICAL SURVEY - 08/21/2000 - 12/31/2002 Stanley Anderson; Zoology - Plant establishment in bentonite wetlands.	\$ 10,000
UNITED STATES NATIONAL INSTITUTES OF HEALTH - 09/15/2000 - 08/31/2001 Robert Atherton/Scott Bohle; Chemistry - Biology of spatiotemporal nitric oxide gradients.	\$ 271,872
UNITED STATES NATIONAL INSTITUTES OF HEALTH - 09/15/2000 - 08/31/2001 D. Scott Bohle; Chemistry - Biology of spatiotemporal nitric oxide gradients.	\$ 407,940
UNITED STATES NATIONAL INSTITUTES OF HEALTH - 09/15/2000 - 08/31/2001 Mark Gomelsky/Francis Flynn; Molecular Biology - Cellular responses to stressors of cardiovascular health.	\$ 286,387
UNITED STATES NATIONAL INSTITUTES OF HEALTH - 09/15/2000 - 08/31/2001	\$ 249,498

Robert Heinzen/D. Scott Bohle; Molecular Biology - Biology of spatiotemporal nitric oxide gradients.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 122,516
09/15/2000 - 08/31/2001

Don Jarvis/Francis Flynn; Molecular Biology - Cellular responses to stressors of cardiovascular health.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 218,001
09/15/2000 - 08/31/2001

Shelly Robertson/D. Scott Bohle; Molecular Biology - Biology of spatiotemporal nitric oxide gradients.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 667,246
09/15/2000 - 08/31/2001

Francis Flynn; Psychology - Cellular responses to stressors of cardiovascular health.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 104,782
09/15/2000 - 08/31/2001

Paul Wade/D. Scott Bohle; WWAMI Medical Education Program - Biology of spatiotemporal nitric oxide gradients.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 204,590
09/15/2000 - 08/31/2001

Scott Boitano/D. Scott Bohle; Zoology - Biology of spatiotemporal nitric oxide gradients.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 104,782
09/15/2000 - 08/31/2001

Paul Wade/D. Scott Bohle; Zoology - Biology of spatiotemporal nitric oxide gradients.

UNITED STATES NATIONAL OCEANIC AND ATMOSPHERIC \$ 10,000
ADMINISTRATION - 05/01/1997 - 05/31/2001

Stephen Jackson; Botany - Plant microfossil database.

UNITED STATES NATIONAL PARK SERVICE - 08/01/2000 - 05/31/2001 \$ 17,994

Audrey Shalinsky; Anthropology - Inventory right-of-way for two areas of Yellowstone National Park.

UNITED STATES NATIONAL PARK SERVICE - 08/30/2000 - 10/16/2000 \$ 600

Walter Fertig; Wyoming Natural Diversity Database - Vascular plants master list for Fossil Butte National Monument.

UNITED STATES NATIONAL PARK SERVICE - 08/01/2000 - 07/31/2001 \$ 12,000

George Jones; Wyoming Natural Diversity Database - Comprehensive vegetation management plan development.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 10,312
08/15/1997 - 07/31/2001

Terry Deshler; Atmospheric Science - Simultaneous in situ measurements of gas phase concentrations of nitric acid and water within polar stratospheric clouds.

UNITED STATES NATIONAL SCIENCE FOUNDATION - 06/17/2000 - 08/31/2001	\$	250,000
Terry Deshler; Atmospheric Science - Measurements of polar stratospheric clouds.		
UNITED STATES NATIONAL SCIENCE FOUNDATION - 10/01/2000 - 09/30/2003	\$	149,840
Greg Thorn; Botany - Nematode-destroying fungi of Costa Rica.		
UNITED STATES NATIONAL SCIENCE FOUNDATION - 10/01/1999 - 08/31/2002	\$	86,526
Thomas Vogelmann; Botany - Optical instrumentation to measure photon lifetime in biological tissues.		
UNITED STATES NATIONAL SCIENCE FOUNDATION - 08/15/2000 - 07/31/2002	\$	79,959
David Bell; Chemical Engineering - Enhancing the sensitivity of quadrupole mass spectrometers.		
UNITED STATES NATIONAL SCIENCE FOUNDATION - 08/15/2000 - 12/31/2000	\$	54,628
Maciej Radosz; Chemical Engineering - Thermodynamics of fluid-solid equilibria in solutions.		
UNITED STATES NATIONAL SCIENCE FOUNDATION - 09/15/2000 - 08/31/2002	\$	125,742
Homer R. Hamilton III; Civil Engineering - Hybrid FRP/steel strengthening of unreinforced masonry structures.		
UNITED STATES NATIONAL SCIENCE FOUNDATION - 08/15/2000 - 07/31/2002	\$	39,980
Bogdan Wilamowski; Electrical Engineering - Enhancing the sensitivity of quadrupole mass spectrometers.		
UNITED STATES NATIONAL SCIENCE FOUNDATION - 12/15/1997 - 11/30/2001	\$	56,410
Scott Smithson/Nicholas Boyd; Geology - Lithospheric structure and evolution of the western United States.		
UNITED STATES NATIONAL SCIENCE FOUNDATION - 08/15/2000 - 07/31/2002	\$	62,283
Chanyoung Lee Shader; Mathematics - Combinatorial representation of lie superalgebras.		
UNITED STATES NATIONAL SCIENCE FOUNDATION - 10/01/2000 - 09/30/2002	\$	99,984
Patricia Colberg/Benito Chen/James Drever/Robert Hall; Zoology - Develop conceptual and mathematical approaches to model transport and transformation of elements.		
UNITED STATES NAVAL SURFACE WARFARE CENTER - 06/21/2000 - 12/31/2001	\$	5,000

Andrew Hansen/David Walrath; Mechanical Engineering - Mechanical testing and numerical analysis.

UNITED STATES SMALL BUSINESS ADMINISTRATION - 09/28/1999 - 12/31/2000 Diane Wolverton; Small Business Development Center - Outreach program.	\$	34,720
VARIOUS NURSING SCHOOLS - 02/22/1994 - Open Marcia Dale; Nursing - Develop nursing programs.	\$	811
VARIOUS SPONSORS - 08/16/2000 - Open Jason Lillegraven; Geology - Digital micro/macrophotographic system.	\$	11,496
VARIOUS SPONSORS - 06/01/1999 - Open Patricia McClurg; Natural Science Program - Workshops for the Upper Midwest Aerospace Consortium.	\$	150
VARIOUS SPONSORS - 10/01/1999 - 09/30/2000 Diane Wolverton; Small Business Development Center - Manage and operate the small business development centers in Wyoming.	\$	13,060
VARIOUS SPONSORS - 07/01/1998 - Open Jeffrey Hamerlinck; Spatial Data and Visualization Center - To fund the Spatial Data and Visualization Center.	\$	156
VARIOUS SPONSORS - 07/01/1995 - Open Keith Miller; Wyoming Institute for Disabilities - Behavioral assessment.	\$	320
VARIOUS SPONSORS - 10/01/1998 - Open Mary Neighbours; Wyoming Natural Diversity Database - Database management.	\$	294
WILDLIFE DISEASE ASSOCIATION - 08/25/2000 - Open Elizabeth Williams; Veterinary Sciences - Maintain editorial office.	\$	5,000
WILSONART INTERNATIONAL INCORPORATED - 06/01/1999 - Open Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.	\$	1,175
WYOMING, STATE OF - 09/01/1995 - 09/29/2001 Pradeep Agarwal/John Steadman/William Gern; Chemical Engineering - Novel CO2-based coal upgrading.	\$	5,000
WYOMING, STATE OF - 09/01/1995 - 09/29/2001 David Bell/John Steadman/William Gern; Chemical Engineering - Hydrocarb emissions/gas drying.	\$	16,552
WYOMING, STATE OF - 09/01/1995 - 09/29/2001 Mrityunjai P. Sharma/John Steadman/William Gern; Chemical Engineering - Reduced supercritical fluids.	\$	10,750
WYOMING, STATE OF - 09/01/1995 - 09/29/2001	\$	6,700

David Foster/John Steadman/William Gern; Civil Engineering - Remediat/hydrocarbs in groundwater.

WYOMING, STATE OF - 09/01/1995 - 09/29/2001 \$ 6,426

Robert Kubichek/John Steadman/William Gern; Electrical Engineering - Power system radio interference.

WYOMING, STATE OF - 09/01/1995 - 09/29/2001 \$ 6,750

John McInroy/John Steadman/William Gern; Electrical Engineering - Feedback control/large motors.

WYOMING, STATE OF - 09/01/1995 - 09/29/2001 \$ 4,588

Sadrul Ula/John Steadman/William Gern; Electrical Engineering - Photovoltaic energy sources.

WYOMING, STATE OF - 09/01/1995 - 09/29/2001 \$ 86,500

Sally Steadman/John Steadman/William Gern; Engineering Dean's Office - Human resource development.

WYOMING, STATE OF - 09/01/1995 - 09/29/2001 \$ 10,417

Mark Stayton/John Steadman/William Gern; Molecular Biology - Microbial dechlor/pentachlorophenol.

WYOMING, STATE OF - 09/01/1995 - 09/29/2001 \$ 24,000

Patricia McClurg/John Steadman/William Gern; Natural Science Program - Human resource development.

WYOMING, STATE OF - 09/01/1995 - 09/29/2001 \$ 1,000

Stephen Williams/John Steadman/William Gern; Renewable Resources - Phytoremediat/metal contaminated soils.

WYOMING BUSINESS COUNCIL - 08/04/2000 - Open \$ 10,000

Roger Coupal; Agricultural and Applied Economics - Provide Wyoming communities with information on resources available to assist in fulfilling development goals.

WYOMING COUNCIL FOR THE HUMANITIES - 08/21/2000 - 10/31/2000 \$ 800

Charles Beneke; Art Department - "Box Canyons: Landscape, Photography, and Tourism" by Lucy Lippard.

WYOMING COUNCIL FOR THE HUMANITIES - 08/21/2000 - 02/15/2001 \$ 2,000

Audrey Kleinsasser; Center for Teaching Excellence - Mary Catherine Bateson lecture.

WYOMING COUNCIL FOR THE HUMANITIES - 09/18/2000 - 12/15/2000 \$ 2,000

Adrian Bantjes; History - The new democracy in Mexico and U.S. - Mexican relations.

WYOMING DEPARTMENT OF EDUCATION - 07/01/1998 - 09/30/2000 \$ 10,700

Patricia McClurg; Natural Science Program - Comprehensive mathematics and science improvement program.

WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY - 04/26/1996 - Open \$ 20,000

Charles Dolan/Chang-Yul Cha; Civil Engineering - Environmental engineering internship.

WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY - \$ 33,000
08/15/2000 - 08/31/2001

Jeffrey Hamerlinck; Spatial Data and Visualization Center - Public water system mapping.

WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY - \$ 40,000
08/04/2000 - 05/31/2002

Robert Hall/Julianne Feck; Zoology - Dippers as water quality indicators.

WYOMING DEPARTMENT OF FAMILY SERVICES - \$ 974,199
10/01/2000 - 09/30/2001

Linda Melcher; Agriculture Dean's Office - Nutrition education for food stamp recipients.

WYOMING DEPARTMENT OF HEALTH - 07/01/2000 - 06/30/2002 \$ 442,075

H. John Baldwin; Pharmacy - Drug utilization review.

WYOMING DEPARTMENT OF HEALTH - 08/01/2000 - 11/30/2000 \$ 20,623

Narina Nunez; Psychology - Synar tobacco compliance.

WYOMING DEPARTMENT OF STATE PARKS AND CULTURAL \$ 23,280
RESOURCES - 09/05/2000 - 12/31/2001

David Taylor/Roger Coupal; Agricultural and Applied Economics - Economic assessment of snowmobiling in Wyoming.

WYOMING DEPARTMENT OF STATE PARKS AND CULTURAL \$ 10,800
RESOURCES - 09/01/2000 - 12/31/2000

Mary Hopkins/Audrey Shalinsky; Anthropology - Cultural resource interns.

WYOMING DEPARTMENT OF STATE PARKS AND CULTURAL \$ 2,000
RESOURCES - 09/08/2000 - 12/31/2000

Audrey Shalinsky; Anthropology - Anthropology student intern.

WYOMING DEPARTMENT OF TRANSPORTATION - \$ 12,360
09/03/1998 - 09/30/2001

Stanley Anderson; Zoology - Evaluate flashing light in Nugget Canyon, Wyoming.

WYOMING GAME AND FISH DEPARTMENT - 07/01/1999 - Open \$ 32,000

Stanley Anderson; Zoology - Wildlife research.

WYOMING GAME AND FISH DEPARTMENT - 05/06/1992 - Open \$ 60,000

Stanley Anderson; Zoology - Habitat studies in Wyoming.

WYOMING GAME AND FISH DEPARTMENT - 06/20/2000 - 06/19/2003 \$ 70,000

Stanley Anderson; Zoology - Bentonite wetland improvements.

WYOMING GOVERNOR'S OFFICE - 09/01/2000 - 08/31/2001 \$ 9,586

Harold Bergman; Institute for Environment and Natural Resources - Medicine Bow National Forest plan revision.

WYOMING MEDICAL CENTER - 07/01/1997 - Open	\$	28,336
H. John Baldwin; Pharmacy - Clinical pharmacy services.		
WYOMING WEED AND PEST COUNCIL - 07/01/2000 - Open	\$	20,000
David Kazmer; Renewable Resources - Support for biological control position.		
ZENECA AG PRODUCTS INCORPORATED - 01/01/1999 - Open	\$	4,000
Gary Franc; Plant Sciences - Regional plant diseases.		
ZENECA AG PRODUCTS INCORPORATED - 01/01/1999 - Open	\$	1,000
Stephen Miller; Plant Sciences - Various weed biology and control.		
TOTAL - Contracts and grants approved August 26, 2000, through October 19, 2000.	\$	15,513,988
TOTAL - Contracts and grants previously approved: 07/01/00 - 08/25/00		8,123,296
	\$	<u>8,123,296</u>
TOTAL - Contracts and grants approved July 1, 2000 through October 19, 2000.		\$ 23,637,284

Dr. Gern reported that UW is about \$10 million ahead of last year in grants received. There are seventy one contractors in this report; twenty eight with awards in excess of \$100,000 and thirteen in excess of \$50,000. The University of Wyoming is the only university in the nation to receive two NIH awards. Recipients of those awards are Scott Bohle of Chemistry and Bill Flynn of Psychology. Dr. Bohle made a brief presentation on his research. Dr. Flynn discussed aspects of his neuroscience research on cardiovascular function.

Trustee Hammons moved for the approval of contracts and grants as presented in the report. Trustee Schaefer seconded the motion. The motion carried.

Masters of Social Work

Trustee Hammons reported that the Masters of Social Work portion of the Tuition Adjustment Proposal (see following topic) was moved to an action item during the Committee meeting on Friday. Trustee Hammons moved that non-resident fees for students in the Social

Work masters degree program be reduced and that the University remove differential tuition from the program. Trustee Haynes seconded the motion. The motion carried.

Tuition Adjustment Proposal

During the past year, the President’s Tuition Structure Committee developed a set of 15 recommendations associated with various aspects of tuition policy. The committee’s report is available at the following web site: <http://uwadmnweb.uwyo.edu/acadaffairs/PolicyStatements>. The table below contains a brief summary of these recommendations and their status. Following the table are descriptions of tuition changes that the Office of Academic Affairs plans to propose at the January meeting of the Board of Trustees. These proposals concern the differential tuition charges for the Masters in Social Work and a proposed structure for tuition in the Outreach School.

Status Report on Tuition Structure Recommendations

Recommendation number	Brief description	Status
1	Convert to per-credit structure.	Separate information item.
2	Make the conversion cost-neutral.	Separate information item.
3	Implement educational dividend plan.	Separate information item.
4	Restrict differential tuition.	Adopted in practice.
5	Assess differential tuition by program, not by course.	Adopted in practice. See remarks on MSW and Outreach below.
6	End earmarking of differential tuition revenues.	Adopted in practice during 2000-2001.
7	Charge continuing registration fees for graduate students at \$35/credit.	Adopted in the Fee Book for 2001-2002.
8	Retain the graduate surcharge.	Adopted in the Fee Book for 2000-2001.
9	Investigate tuition pricing models.	Longer-range project.
10	Use these models to develop future tuition proposals.	Pending recommendation 9.
11	Determine revenue objectives for tuition pricing.	Pending recommendation 9.
12	Retain existing special categories of	Adopted in the Fee Book for 2000-

	tuition (employees, spouses of employees, et cetera).	2001.
13	Institute a Wyoming Legacy program for children of UW graduates.	Adopted September 2000.
14	Add no more special categories.	Adopted in practice.
15	Use leveraged financial aid concepts.	In progress.

Related to Recommendation 5 are proposed changes to two differential tuition rates.

Masters in Social Work. Tuition for this degree is currently the highest that UW charges in any program: \$339.30/credit for residents, \$622.00/credit for nonresidents. Enrollments in this program are weak considering the job market for qualified social workers in the region. In Fall 2000, there are 44 students enrolled in the program, including one nonresident. Low nonresident demand for the UW degree is not surprising in light of its cost and the salaries that MSW-qualified social workers can expect.

The current tuition charges for the MSW break down as follows:

Category	Resident tuition (per credit)	Nonresident tuition (per credit)
Base tuition	\$120.33	\$404.75
Graduate surcharge	\$30.07	\$28.00
Differential tuition	\$188.90	\$189.25
Total (per credit)	\$339.30	\$622.00

In response to Action Item 113 in the Academic Plan, the College of Health Sciences is developing a proposal to reduce the differential tuition, in an effort to increase demand for this degree. This proposal has three elements.

1. Beginning with the 2001-2002 Fee Book, reduce the nonresident tuition for MSW candidates to the standard tuition for nonresident graduate students. (Currently, the standard rate is \$432.75/credit.)
2. As a target, plan to charge resident MSW students the standard tuition for resident graduate students (currently \$150.40/credit) by the 2003-2004 academic year. This

target will be subject to verification that the revenues generated by enrollment increases will offset the revenues lost by tuition reductions.

3. Devise a schedule for staged reduction in resident MSW tuition, from the current rate to the standard resident graduate rate, over the next three years. This staged reduction will allow for analysis of the effects of enrollments and tuition reductions on overall revenues. If the analysis reveals that the proposed reductions will result in lost revenue, the target can be revised.

A detailed schedule of these tuition adjustments will appear in the January Trustees' Report.

Outreach School. Outreach students pay tuition on a per-credit-hour basis, with the typical student enrolling for at most six credits per semester. The current tuition structure includes a wide variety of tuition rates, developed over time as various programs were initiated.

Action Item 158 of the Academic Plan calls for restructuring of tuition charges in UW's outreach programs, to accommodate the following goals:

1. Simplify the outreach tuition structure.
2. Distinguish between core courses and entrepreneurial courses.
3. Establish a technology delivery fee to support the added costs of outreach delivery.

Given the goals stated above, the Outreach School has made the following recommendations:

1. Eliminate the out-of-state tuition for undergraduate and graduate outreach students.
2. For core programs, charge tuition at the resident undergraduate and graduate rates, plus an outreach delivery fee.
3. Set the outreach delivery fee at \$10.00/credit for all students in all core programs.
4. All current outreach programs will be established as core programs, with the exception of the MBA and Online UW courses.
5. Entrepreneurial programs will be as follows, initially.
 - a. Online UW courses: charge resident undergraduate or graduate tuition plus \$40.00/credit online delivery fee. (This is the fee paid directly to the online service provider. There is clearly a market for the online courses at this rate.)
 - b. MBA: current tuition for the outreach MBA is \$206.75/credit for both resident and non-resident students. The outreach MBA is delivered entirely over the

compressed video system, the most expensive delivery system. There is a good market in Wyoming for the MBA at this tuition rate.

6. When new outreach programs are proposed, the administration will recommend to the Trustees whether the program will be a core or entrepreneurial program, based on a market analysis of projected demand and program costs.
7. Part-time outreach students who have a baccalaureate degree but are not pursuing a graduate degree should be charged tuition at the undergraduate rate for undergraduate courses and certificate programs.

Implementation of these recommendations will reduce the number of outreach tuition rates from 14 to 4.

Research supporting these rates includes the results of the Statewide Needs Assessment, completed in summer 2000 in accordance with Action Item 48 of the Academic Plan; analysis of existing outreach fee structures and demand; analysis of outreach revenues per credit for 1999-2000; consideration of what typical outreach students can afford; and the infrastructure costs of off-campus delivery.

Dr. Allen reported this proposal, if approved, would adjust tuition in the areas of the Master's of Social Work degree and in Outreach courses. A lengthy discussion followed with the Board moving tuition for the Master of Social Work degree to an action item.

Trustee Hammons reported a motion was made to move the Outreach School tuition adjustment to an action item. The motion was defeated.

Tuition Structure Proposal

During the past year, a Tuition Structure Committee, including representatives from the Offices of Academic Affairs, Student Affairs, Administration and Finance, ASUW, and the President's Office, examined a range of issues associated with tuition structure. The following recommendations grew out of those discussions. The recommendations involve changes in

tuition structure that, if adopted, will take effect no earlier than Fall Semester, 2002. Other recommendations on tuition, proposed for Fall 2001, appear in a separate information item.

The principal motivations for these recommendations are: (1) to make the University's tuition structure more equitable; (2) to provide opportunities and incentives for students to use instructional resources more efficiently; and (3) to promote retention of students. The equity issue addresses the fact that the current structure – a “per-credit-to-plateau-to-per-credit” structure – effectively requires students who take fewer credits per semester to pay more per credit than their peers having the same residency status. The efficiency issue addresses the large number of course withdrawals that occur in every semester, typically without incentives or opportunities for students to register more cost-effectively. The retention issue addresses the desire to encourage students to complete their baccalaureate degrees at the University.

The committee recommends that the Academic and Student Affairs Committee recommend that the Board charge the University with developing a detailed implementation plan leading to the following changes in tuition structure.

Recommendation 1: Per-Credit Tuition. The University shall adopt a tuition pricing structure that charges a flat, per-credit tuition rate. This rate shall be chosen so that, in every category of tuition, the change in structure per se is cost-neutral to students in that category who complete a normal credit load in each semester.

Recommendation 2: Educational Dividend Plan. The University shall develop an educational dividend plan. This plan shall award tuition-free “dividend credits” at a rate of approximately one for each seven non-dividend credits completed, with dividend credits nontransferable and redeemable only for instructional credits at the University of Wyoming. The

implementation plan should consider a range of distribution schedules. This range should include:

- (a) the award of dividends as students complete individual credits,
- (b) the award of dividends as students complete blocks of 30 credits, and
- (c) the award of dividends in the form of the last 15 credits toward a baccalaureate delivered tuition-free.

Implementation of the educational dividend plan per se should leave the tuition structure cost-neutral, in the sense described in Recommendation 1.

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

Dr. Allen noted the text is self-explanatory. Recommendations will come forward in January for action. He recommended that the Board charge the University with developing a detailed implementation plan leading to tuition structure changes involving per-credit tuition and an educational dividend plan. He noted that no tuition changes would occur prior to Fall of 2002.

Trustee Hammons noted a lengthy discussion was held by the Board on this topic with no action taken.

FY 2001 Budget

The budget was built on the assumption that there would not be any increase in revenues for the second year. Phill Harris explained what is occurring with balances and funding that protects the overall cash balance of the budget. UW will not change tuition in the second year of the biennium but will draw down the cash balance. This will fully fund the salary increase and the SPAM. To calculate the FY 2001 budget, the administration used an assumption of flat enrollment which means UW will pick up \$2.1 million of additional revenues that will go to the cash balance. The variables to be considered are tuition, continuing salary increase, SPAM, and the possibility of paying different variations on salary increases.

Kara Calvert noted that students are in favor of salary increases as they believe in their faculty and want to support them in this way. Trustee Hammons asked about whether retirements play a part. President Dubois mentioned new initiatives will help keep students from going out of State. He summarized the removal of the second year increase and SPAM and offer a flat increase for out-of-state students in tuition. (see following pages)

This topic will be further discussed during the January meeting.

FY2002 Tuition

SPAM

President Dubois stated he would place information on the List Serve regarding Tuition and SPAM. The following material was available on the University List Serve on November 13, 2000.

In my April 2000 Update on Current Issues and Activities (available on the UW Web site under President's Outbox) I outlined our plan for distributing the salary pool authorized by the Wyoming Legislature for the 2001-02 biennium. Our decision was to provide an average pay increase of 8.2 percent in the first year, effective last July; plan for a 3.25 percent pay increase in the second year, beginning July 2001; and hold back the remainder of the legislative authorization for a one-time supplementary pay allocation (SPAM) this winter and next. We deliberately chose a conservative, two-year approach that recognized funding uncertainties built into state budget rules.

I am writing to alert you that our budget outlook is such that the magnitude of the salary distribution for the second year of the biennium and the associated SPAM distributions are now under review. Briefly, I can explain this as follows:

First, please keep in mind that the state budget supports only about 64 percent of our salary increases; we depend upon tuition revenues to make up the remaining 36 percent. Distributing our salary increases over two years allowed us a safety margin for the second year of the biennium in case the student enrollments and tuition revenues we would need to fund the full salary package did not materialize. Unfortunately, that's pretty much what has happened.

The good news is that total campus enrollment this fall was up by 1.1%, and we recruited about 195 more new students to the campus from the high schools and community colleges than we did in the year preceding. Outreach enrollments were also up, but revenues from enrollment through the Outreach School remain with the school to fund its operations and do not currently help support the campus' salary needs. (The Academic Plan calls for this arrangement to be changed over time so that outreach enrollments can help the campus with its financial needs).

The bad news is that the sizes of our junior and senior classes were smaller than normal. In part, this was the result of our graduating more students than ever before. In part, this was the result of poor recruiting from years past; those smaller freshman classes produced smaller junior and senior classes as those students progressed. In any event, the outcome of all of this is that the enrollment of students who contribute revenue to the campus' tuition pool is essentially down--by 39 students overall. Although this is not a huge number, it certainly gives us reason to pause before we make financially irrevocable decisions.

We still have to crunch all the numbers, but we have initiated a review of what we think is both possible and prudent with respect to our second-year increases and the SPAM. We need to assure ourselves that any continuing salary increase that we might authorize can be sustained in subsequent biennia. With respect to the SPAM, we need to assure ourselves that paying it will not unwisely compromise our cash reserves.

No one should read this and come to the conclusion that we are in any kind of financial crisis. Rather, this is precisely what we expected. Obviously, I wish that fall enrollment had been such that this review would not have been necessary. In the coming month, I will be working closely with the chairman of the Faculty Senate and the president of the Staff Senate to keep them fully informed about the results of our review. As soon as we have an indication of

what we will recommend to the Trustees, I will let you know. While we will be as creative as possible, we also will be as responsible as necessary to preserve the financial integrity of the University of Wyoming.

Cordially,
Philip L. Dubois
President

Internal Audit Activity Conducted in Accordance with the Audit Plan for the Period July 1, 2000
- September 30, 2000

The following audits have been completed.

1. The Cowboy Joe Club has been audited for the year ended June 30, 2000. The Annual Financial Report is on the following pages.
2. Laramie Screen Printing, Pinebeach Screenprinting, and Rocky Mountain Shirtworks have been audited to verify their compliance with the terms of the Wyoming Authentic, Wyoming Proud Trademark Licensing Agreement. The text of those three audit reports is on the following pages.
3. Vending Services has been audited. The text of the audit report is on the following pages.

The following audits and related activities are in process:

1. The comprehensive audit of NCAA compliance in the area of Recruiting for the 1998-99 academic year has been completed. The audit report will be issued after the Athletic Planning Committee has reviewed the responses to the audit recommendations at their meeting on October 24, 2000. This is the third audit in a series of five annual audits that will cover all NCAA compliance areas.
2. Van Jacobson and Jim Byram have been participating in the implementation of the PeopleSoft Financial Management System and the Human Resources Management System.

The goals in this area are to evaluate the controls and functionality that are being configured into these systems as they are being implemented and to assist with the implementation.

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

1. The Telecommunications (Chartfield Organization codes 12584, 12585, 14847, 14915, 16008) audit report was issued in April 1996. Recommendations will be fully implemented by December of 2000.
2. The Art Museum and Art Museum Sales Gallery audit reports were issued in March 2000. The audit recommendations have been implemented except the deficits of approximately \$228,000 in the Art Museum and \$158,000 in the Art Museum Sales Gallery have not been eliminated and the plans to eliminate those deficits have not been developed.
3. The Child Care Center audit report was issued in June of 2000. The audit recommendations will not be fully implemented until the deficit of approximately \$67,000 in the Child Care Center has been eliminated.

COWBOY JOE CLUB

ANNUAL FINANCIAL REPORT

June 30, 2000

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COWBOY JOE CLUB
BALANCE SHEETS
JUNE 30, 2000 AND 1999

	2000 Unrestricted Operating Fund	Cowboy Joe Restricted Funds	Club Endowment Funds	2000 University of Wyoming Unrestricted Operating Fund	2000 Total	1999 Total
ASSETS						
Cash	\$29,215	\$	\$	\$	\$29,215	\$
Cash on deposit with the University of Wyoming	158,797			(20,678)	138,119	201,419
UW Foundation investment		111,307			111,307	93,558
UW Foundation investment-true endowments			406,310		406,310	384,310
UW Foundation investment-quasi endowment			347,146		347,146	193,086
Cash value of life insurance policies	236,510				236,510	211,309
Accounts receivable	55,522	18,270			73,792	2,890
Prepaid expenses	8,069				8,069	46,060
Equipment and automobiles, at cost, less accumulated depreciation of \$37,227 and \$36,055	25,561				25,561	20,535
Land	39,400				39,400	46,700
Interfund balances	(103,088)	79,085	3,325	20,678	0	0
Total assets	\$449,986	\$208,662	\$756,781	\$0	\$1,415,429	\$1,199,867
LIABILITIES AND FUND BALANCES						
Accounts payable	\$22,813	\$28,239	\$	\$262	\$51,314	\$11,556
Deferred revenue	9,470				9,470	50,418
Total liabilities	32,283	28,239	0	262	60,784	61,974
Fund balances	417,703	180,423	756,781	(262)	1,354,645	1,137,893
Total liabilities and fund balances	\$449,986	\$208,662	\$756,781	\$0	\$1,415,429	\$1,199,867

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

COWBOY JOE CLUB
STATEMENTS OF REVENUE AND EXPENSES
JUNE 30, 2000 AND 1999

	2000 Cowboy Joe Club			2000 University of Wyoming Unrestricted	2000	1999
	Unrestricted Operating Fund	Restricted Funds	Endowment Funds	Operating Fund	Total	Total
REVENUE						
Memberships - cash	\$753,740	\$72,926	\$	\$	\$826,666	\$722,218
Memberships - Steer-A-Year	101,493				101,493	74,305
Memberships - gifts-in-kind	305,886				305,886	274,657
Donations	800,203	93,992	22,000		916,195	42,633
Fund raising activities (Schedule III)	515,728				515,728	320,833
Investment income	68,181	26,055			94,236	48,660
Other (Schedule IV)	63,229				63,229	50,327
Total revenue	2,608,460	192,973	22,000	0	2,823,433	1,533,633
EXPENSES						
Support of University of Wyoming Programs:						
Athletic Department (Schedule I)	\$1,440,688	\$131,537	\$	\$16,013	\$1,588,238	\$611,089
Athletic Department - gifts-in-kind (Schedule II)	239,101				239,101	226,928
Other (Schedule II)	10,176	10,948			21,124	17,382
Other - gifts-in-kind (Schedule II)	1,243				1,243	
Fund raising activities (Schedule III)	382,624			107	382,731	202,600
Fund raising - gifts-in-kind (Schedule III)	65,542				65,542	47,729
Awards and membership benefits	12,606			23,937	36,543	38,251
Postage	1,285			12,712	13,997	14,980
Printing	607			4,787	5,394	5,078
Promotion	17,827			5,268	23,095	22,299
Salaries				179,201	179,201	168,992
Travel	7,245				7,245	6,644
Other (Schedule IV)	23,236	901		11,917	36,054	51,021
Depreciation	7,173				7,173	11,784
Total expenses	2,209,353	143,386	0	253,942	2,606,681	1,424,777
REVENUE OVER (UNDER) EXPENSES	\$399,107	\$49,587	\$22,000	(\$253,942)	\$216,752	\$108,856

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

COWBOY JOE CLUB
STATEMENTS OF CHANGES IN FUND BALANCES
JUNE 30, 2000 AND 1999

	2000 Cowboy Joe Club			2000 University of Wyoming Unrestricted	2000	1999
	Unrestricted Operating Fund	Restricted Funds	Endowment Funds	Operating Fund	Total	Total
REVENUE						
Revenue	\$2,608,460	\$192,973	\$22,000	\$0	\$2,823,433	\$1,533,633
EXPENSES						
Expenses	(2,209,353)	(143,386)	0	(253,942)	(2,606,681)	(1,424,777)
Net increase (decrease) before transfers	399,107	49,587	22,000	(253,942)	216,752	108,856
TRANSFERS						
Transfers to Restricted Fund	(39,058)	39,058			0	
Transfers to Endowment Fund	(154,060)		154,060		0	0
Transfers to University Operating Fund	(254,174)			254,174	0	0
NET INCREASE (DECREASE) FOR THE PERIOD	(48,185)	88,645	176,060	232	216,752	108,856
FUND BALANCES, BEGINNING	465,888	91,778	580,721	(494)	1,137,893	1,029,037
FUND BALANCES, ENDING	\$417,703	\$180,423	\$756,781	(\$262)	\$1,354,645	\$1,137,893

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

**COWBOY JOE CLUB
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2000**

Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

COWBOY JOE CLUB UNRESTRICTED OPERATING FUND

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

COWBOY JOE CLUB RESTRICTED FUNDS

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

COWBOY JOE CLUB ENDOWMENT FUNDS

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

UNIVERSITY OF WYOMING UNRESTRICTED OPERATING FUND

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

MEMBERSHIPS - CASH

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

MEMBERSHIPS - GIFTS-IN-KIND

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

EQUIPMENT AND AUTOMOBILES

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

Note 2. INCOME TAXES

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

Note 3. COMMITMENTS

CLUB OPERATING EXPENSES

The Club's administrative salaries and operating expenses are paid through University owned accounts that are funded entirely by the Club. These expenses amounted to \$253,942 for the year ending June 30, 2000.

ATHLETIC DEPARTMENT SUPPORT

The Club has made a commitment to provide financial support to the Athletic Department in the amount of \$664,000 for the period beginning on July 1, 2000 and ending June 30, 2001.

COWBOY JOE CLUB

Schedule I

**SUPPORT OF UNIVERSITY OF
 WYOMING PROGRAMS
 JUNE 30, 2000 AND 1999**

	2000 Cowboy Unrestricted Operating Fund	Joe Club Restricted Funds	2000 University of Wyoming Unrestricted Operating Fund	2000 Total	1999 Total
ATHLETIC SUPPORT - SUPPORT BUDGET					
Enhancement	\$3,212	\$		\$3,212	\$4,390
Entertainment - AD Office	5,869			5,869	6,000
Grants and aids	439,761			439,761	460,000
Head Coach Enhancement	90,000			90,000	40,000
Miscellaneous	4,488			4,488	6,000
Moving expenses	30,931			30,931	20,960
Non-revenue sports	450			450	
Total	574,711	0	0	574,711	537,350
ATHLETIC SUPPORT - OTHER					
Automobile insurance	15,977			15,977	16,769
Awards			16,013	16,013	29,187
Rochelle Athletics Center	50,000			50,000	
Rochelle Athletics Center - Rendle	800,000			800,000	
Scholarships		50,565		50,565	
Basketball Men's Team		385		385	417
Basketball Women's Team		982		982	2,005
Football Team		293		293	197
Golf Team		40,921		40,921	19,909
Soccer Team		5,228		5,228	759
Swimming Team		19,810		19,810	606
Tennis Team		2,009		2,009	
Track Team		1,513		1,513	
Volleyball Team		451		451	165
Wrestling		9,380		9,380	3,725
Total	865,977	131,537	16,013	1,013,527	73,739
TOTAL ATHLETIC DEPARTMENT SUPPORT	\$1,440,688	\$131,537	\$16,013	\$1,588,238	\$611,089

COWBOY JOE CLUB

Schedule II

**SUPPORT OF UNIVERSITY OF WYOMING
 PROGRAMS
 JUNE 30, 2000 AND 1999**

	2000 Cowboy Joe Club		2000 Total	1999 Total
	Unrestricted Operating Fund	Restricted Funds		
ATHLETIC DEPARTMENT GIFTS-IN-KIND				
Administration	\$53,012	\$	\$53,012	\$56,667
Promotions	48,616		48,616	45,052
Training Room				350
Training Table	2,225		2,225	3,515
Basketball Women's Team	6,090		6,090	6,450
Basketball Men's Team	32,440		32,440	27,569
Football Team	81,503		81,503	78,375
Golf Men's Team	160		160	
Golf Women's Team	4,479		4,479	
Soccer Team	135		135	315
Track Team	2,745		2,745	638
Tennis Team	6,010		6,010	6,894
Volleyball Team	335		335	263
Wrestling Team	1,351		1,351	840
Total	\$239,101	\$0	\$239,101	\$226,928
UNIVERSITY SUPPORT - OTHER				
Block and Bridle	\$1,426	\$	\$1,426	\$1,500
Cheerleaders		1,849	1,849	2,530
Hall of Fame	250		250	243
Honor program scholarship				1,375
Rodeo Scholarship		1,000	1,000	1,000
Rodeo Team	8,500	1,504	10,004	9,674
Other				1,060
Wildfire		6,595	6,595	
Total	\$10,176	\$10,948	\$21,124	\$17,382
UNIVERSITY SUPPORT - OTHER GIFTS-IN-KIND				
Rodeo Team	\$1,243		\$1,243	

COWBOY JOE CLUB

Schedule III

**FUND RAISING ACTIVITIES REVENUE AND
 EXPENSES
 JUNE 30, 2000 AND 1999**

	2000 Cowboy Joe Club Unrestricted Operating Fund	2000 University of Wyoming Unrestricted Operating Fund	2000 Total	1999 Total
FUND RAISING ACTIVITIES - REVENUE				
Auction	\$61,985	\$	\$61,985	\$62,695
Bar-B-Q	6,070		6,070	4,988
Charters	159,091		159,091	
Cheerleader Raffle	11,220		11,220	
Golf tournaments	225,205		225,205	214,666
Steer-A-Year - gain on sale of steers	52,157		52,157	38,484
Total	\$515,728	\$0	\$515,728	\$320,833
FUND RAISING ACTIVITIES - EXPENSES				
Auction	\$26,299	\$	\$26,299	\$13,126
Bar-B-Q	3,900		3,900	3,252
Charters	156,444		156,444	
Cheerleader Raffle	7,276		7,276	
Golf tournaments	150,906		150,906	143,198
Steer-A-Year feed lot expenses	34,308	107	34,415	43,024
W Club	3,491		3,491	
Total	\$382,624	\$107	\$382,731	\$202,600
GIFTS-IN-KIND - EXPENSES				
Advertising	\$14,272	\$	\$14,272	\$8,491
Food and beverage	27,409		27,409	15,849
Gasoline	1,093		1,093	1,720
Lodging	3,434		3,434	5,106
Steer-A-Year	11,196		11,196	10,414
Supplies	2,083		2,083	491
Other	6,055		6,055	5,658
Total	\$65,542	\$0	\$65,542	\$47,729

COWBOY JOE CLUB

Schedule IV

**OTHER REVENUE AND EXPENSES
 JUNE 30, 2000 AND 1999**

	2000 Cowboy Joe Club	2000 University of Wyoming	2000	1999
	Unrestricted	Restricted	Unrestricted	Total
	Operating	Funds	Operating	Total
	Fund	Funds	Fund	Total
OTHER REVENUE				
Credit card commissions	\$10,000	\$	\$	\$10,000
Governor's Grant - moose permit	8,000			8,000
Life insurance - increase in cash surrender value	25,202			25,202
Other	13,575			13,575
Land Sale	6,452			6,452
Total other revenue	\$63,229	\$0	\$0	\$63,229
OTHER EXPENSES				
Automobiles	\$2,618	\$		\$2,618
Computer systems			2,869	2,869
Credit card fees	3,395			3,395
Other	8,740		1,372	10,112
Telephone			7,676	7,676
UW Foundation Assessments		901		901
Value of land sold	8,483			8,483
Total other expenses	\$23,236	\$901	\$11,917	\$36,054

Laramie Screen Printing

September 8, 2000

To the Board of Trustees of the
University of Wyoming

I have completed a limited examination of Laramie Screen Printing financial records as they pertain to the sale of registered trademarks of the University of Wyoming and State of Wyoming for the calendar years 1997, 1998, and 1999.

The scope of this examination was limited to examining the sales records of Laramie Screen Printing. The purpose of the examination was to determine the status of royalty payments to the University for goods sold bearing registered trademarks of the University or State.

Background

The auditing team consisted of personnel from Internal Audit and UW Licensing. Samples of sales invoices of the audit periods were examined. Those invoices indicating royalty collections were compared to the Royalty Reporting Form submitted to the Licensing office and computer printout from Laramie Screen Printing accounting system. Invoices that appeared to have sales of trademarked goods without royalty collections were then traced to the artwork to determine if registered marks were used or if the design related directly to the University. The determination of whether or not the items in question were subject to royalties was made by Licensing personnel.

Scope

Sales invoices examined consisted of the third quarter of 1997, all of 1998, and the third quarter of 1999.

Findings

In preparation for the audit Laramie Screen Printing identified errors in the Royalty Reports that were submitted for third and fourth quarters for 1997, every quarter for 1998 and 1999, and the first quarter of 2000. In some instances the royalties were over paid to the University, however the net effect of the differences between the accounting records and the Royalty Report Forms is \$357.53 due to the University.

In addition there were invoices examined during the audit that indicated the use of trademarks or items directly related to the University that did not include royalties. On these invoices no royalties were computed in Laramie Screen Printing's accounting system or paid on the Royalty Reporting Form. Therefore, an additional \$204.37 is due to the University.

Conclusion

Laramie Screen Printing is making strides in improving the procedures used to identify and report royalties due on items that bear trademarked artwork or pertain directly to the

University. Based on the accounting system in place and the relatively small amount of unpaid royalties no further examination of fiscal years 1997, 1998, and 1999 will be conducted.

Based on the results of the quarters audited, Laramie Screen Printers owes the University \$561.90 in unpaid royalties for the years 1997, 1998, and 1999.

Jim Byram
Auditor

cc: Dan Baccari, Vice President Administration and Finance
Bill Wolf, Director Service and Auxiliary Enterprises
Rick Johnson, Business Manager, Executive Service and Auxiliary Enterprises
Shaun Ziegler, Manager Licensing University of Wyoming Licensing Office

Pinebeach Screenprinting

September 27, 2000

To the Board of Trustees of the
University of Wyoming

I have completed a limited examination of Pinebeach Screenprinting financial records as they pertain to the sale of registered trademarks of the University of Wyoming and State of Wyoming for the calendar years 1997, 1998, 1999, and 2000.

The scope of this examination was limited to examining the sales records of Pinebeach Screenprinting. The purpose of the examination was to determine the status of royalty payments to the University for goods sold bearing registered trademarks or directly related to the University or State.

Background

The auditing team consisted of personnel from Internal Audit and UW Licensing. Samples of the sales invoices of the audit periods were examined. Those invoices indicating royalty collections were compared to the Royalty Reporting Form submitted to the Licensing office and the list of sales subject to royalties produced by Pinebeach personnel. Invoices that appeared to have sales of trademarked goods without royalty collections were then traced to the artwork to determine if registered marks were used or if the design related directly to the University. The determination of whether or not the items in question were subject to royalties was made by Licensing personnel.

Scope

Sales invoices examined consisted of third and fourth quarters of 1997, all of 1998 and 1999, and first and second quarters of 2000.

Findings

Royalties reported and paid for the time periods examined totaled \$3,988.54 and the amount of royalty computed based on the records examined amounted to \$5,762.93 creating a difference of \$1,794.02 of unpaid royalties due to the University. The amounts due by quarter are as follows:


Quarter	Amount	Quarter	Amount
3 rd Quarter 1997	\$395.51	1 st Quarter 1999	\$ 80.08
4 th Quarter 1997	439.73	2 nd Quarter 1999	(9.18)
1 st Quarter 1998	80.83	3 rd Quarter 1999	273.27
2 nd Quarter 1998	290.09	4 th Quarter 1999	(96.64)
3 rd Quarter 1998	163.37	1 st Quarter 2000	34.53
4 th Quarter 1998	140.88	2 nd Quarter 2000	1.55

Conclusion

The record keeping system for identifying royalties for the audit period was not a part of the accounting system and as a result numerous sales subject to royalties were not reported. The twelve quarters audited resulted in \$1,794.02 of unpaid royalties due to the University. The owner of Pinebeach stated that he now has the royalty accounting included in his computerized accounting system which should correct the problems found during the audit.

Jim Byram
Auditor

cc: Dan Baccari, Vice President Administration and Finance
Bill Wolf, Director Service and Auxiliary Enterprises
Rick Johnson, Business Manager, Executive Service and Auxiliary Enterprises
Shaun Ziegler, Manager Licensing University of Wyoming Licensing Office



Rocky Mountain Shirtworks

October 4, 2000

To the Board of Trustees of the
University of Wyoming

I have completed a limited examination of Rocky Mountain Shirtworks financial records as they pertain to the sale of registered trademarks of the University of Wyoming and State of Wyoming for the calendar years 1998 and 1999. The report was originally issued with a date of September 12, 2000, however, additional information has become available which changes the findings and conclusion of the original report.

The scope of this examination was limited to examining the sales records of Rocky Mountain Shirtworks. The purpose of the examination was to determine the status of royalty payments to the University for goods sold bearing registered trademarks of the University or State.

Background

The auditing team consisted of personnel from Internal Audit and UW Licensing. Samples of the sales invoices of the audit periods were examined. Those invoices indicating royalty collections were compared to the Royalty Reporting Form submitted to the Licensing office and computer printout from Rocky Mountain Shirtworks accounting system. Invoices that appeared to have sales of trademarked goods without royalty collections were then traced to the artwork to determine if registered marks were used or if the design related directly to the University. The determination of whether or not the items in question were subject to royalties was made by Licensing personnel.

Scope

Sales invoices examined consisted of the third quarter, July through September, for calendar years 1998 and 1999.

Findings

For the third quarter of 1998 invoices examined with incorrect royalties amounted to royalties due of \$25.21. For the third quarter of 1999 there was \$2,615.00 of sales without royalty collections which amounted to uncollected royalties of \$169.98. The majority of the questioned sales for the third quarter 1999 (\$964.00 in sales with corresponding royalties of \$62.66) were related to the 6th Man basketball program. There was also a difference between the computer printout produced by Rocky Mountain Shirtworks and the royalties reported for 1998 with the net effect of \$1.17 in underpaid royalties.


Conclusion

Based on the results of the two quarters audited, Rocky Mountain Shirtworks owes the University \$196.36 in unpaid royalties for the years 1998 and 1999. Based on the records, the

accounting system in place, the relatively insignificant amount of unpaid royalties, and overall compliance no further examination of fiscal years 1998 and 1999 will be conducted.

Jim Byram
Auditor

cc: Dan Baccari, Vice President Administration and Finance
Bill Wolf, Director Service and Auxiliary Enterprises
Rick Johnson, Business Manager, Executive Service and Auxiliary Enterprises
Shaun Ziegler, Manager Licensing University of Wyoming Licensing Office



Vending Services

October 16, 2000

To the Board of Trustees of the
University of Wyoming

I have completed an audit of the controls and procedures used by Vending Services for February and March, 2000. The audit included the following accounts: 12560 Vending Services, 12561 Vending Equipment Reserve, and 14881 Rental Equipment Deposits. Cash is collected from vending machines, laundry facilities, and the rental of bike lockers and microwave/refrigerator units. Vending Services also provides an automated teller machine (ATM) in Washakie Center, and monitors the gross sales and commissions paid to the University by vendors under contract to provide canned soft drink vending machines, other beverage (juice and water) machines, amusement devices (games), and phone card vending machines. They receive and deposit the commissions from the games located in Washakie Center and all vending machines. The Manager, Food Service is responsible for the accounts. The following observations, recommendations, and Vending Services' responses resulted from this audit.

Background

There are three full time employees in the Vending Services department consisting of an Accounting Associate, a Technician III, and a Coordinator of Vending Services. Due to the small size of the staff there are duties that must be performed at times either by a single individual i.e. cash collections, or the employee is involved in the entire operation of collecting, counting and depositing of money. While efforts are being made to preserve segregation of duties and involve more than one person in the collection of the revenues it sometimes is not possible to achieve the desired results. This presents a level of risk that management should be aware of and continued efforts to mitigate this risk and to protect both University employees and assets should be maintained.

1. DISTRIBUTION OF REVENUES FROM LAUNDRY OPERATIONS

Observation

Documentation indicating how revenues from the University Apartments are to be split among Vending, Housing, and Fleet Operations exceed 100%. Also transfers of revenues to Housing and Fleet Operations are not made on a regular basis nor is a liability recognized each month. By not recognizing the liability each month financial statement revenues are overstated in months when no transfer is made and expenses are overstated in the months when transfers are actually made.

Recommendation

The documentation indicating the percentages to be paid should be changed to show the correct percentages of distribution. The transfers of revenue to Housing and Fleet Operations

should be made on a monthly basis or the liability recognized as an account payable until the actual transfer is made.

Vending Services' Response

Collections and transfers of revenue will be made on a monthly basis. Distribution percentages will be recalculated and a report will be compiled on a monthly basis.

2. REFUND PETTY CASH

Observation

The amount kept in the accountant's office is not a constant amount and is not reconciled on a monthly basis. There is normally about \$300.00 kept on hand for refunds for all of the vending operations.

Recommendation

The amount kept as a petty cash fund for refunds should be maintained at a constant amount and should be reconciled and replenished on a monthly basis.

Vending Services' Response

The petty cash fund has been established at \$300.00 and will be audited on a weekly basis to have cash or documentation of refunds given to our customers.

3. CONTRACTS

Background

Vending Services subcontracts for four of the services provided on campus: soft drinks, bottled water, phone cards and electronic games. Each of the subcontractors pays Vending Services a percentage commission based on their contract.

Observation

The contract with Pepsi for soft drinks expired March 31, 2000, although a new contract is being negotiated currently there is no contract in effect.. The current contract stipulates the percentage commission that is to be paid for 12 oz. canned soft drinks, however, Vending Service is receiving different commission rates for 20 oz. soft drinks and juice drinks. No documentation of the commission rates for 20 oz. and juice drinks was found.

The contract for electronic games expired June 30, 1999 and has not been renegotiated, however, the contract is being treated as a hold over as stipulated in the original contract. A hold over, in this case, operates under the terms and conditions of the original contract including payment of the regular monthly commission or the pro rata share of the guaranteed minimum on a month to month basis. The University reduced the amount of space where the vendor could place the electronic games and as a result the vendor cannot meet the minimum guaranteed payment. Although everyone is working together and not enforcing the actual wording of the contract it appears that both the University and the vendor are at risk.

Recommendation

With all contracts there are expiration dates and stipulations that are easy to overlook once the contract has been in effect for a period of time. A contract administrator should be assigned to oversee and enforce the contract, negotiate modifications to the contract, and work with the legal office to ensure that both the University and vendor are protected under the contract.

Vending Services' Response

A contract administrator has been assigned for the Pepsi Beverage Contract and will be in place as soon as the University signs that contract.

Vending will meet with the contractor for electronic games and formalize the contract modifications that have been agreed to. These changes will be submitted to the University attorney for review and sent to the Vice President of Finance for signature.

4. RENTALS

Background

Vending Services rents bike lockers and microwave/refrigerators to students during the academic year. Each of the contracts includes a refundable deposit and a rental fee for the length of the contract. The revenue for the rental is recognized by Vending Services each month as it is earned even though the rent is paid at the beginning of the contract. The refundable deposit is placed in a "Deposit" account and is not recognized as revenue unless it is forfeited by the student for damages. A spread sheet is maintained that contains the detail of each contract including the amount of revenue to recognize monthly, the amount of deposits received and the amount of unearned revenue for each month.

Observation

Unearned revenue for the microwave/refrigerators and bike lockers as presented on the balance sheet does not equal the amount shown on the detail spreadsheets. The income recorded on the profit and loss statement will exceed the amount shown on the detail spreadsheet that represents the earnings for the fiscal year. The "Deposit" account recorded on the balance sheet does not equal the amount on the detail spreadsheets. In addition the \$10.00 deposit being charged for a bike locker should be \$5.00 according to the Fee Book for fiscal year 2000.

Recommendation

The detail spreadsheet should be reconciled with the contracts at the beginning of the fiscal year to determine the proper amount that should be in the "Deposit" account, the amount of income to recognize each month, and the remaining amount of unearned income each month. The spreadsheet is updated with each new contract and early cancellation of a rental contract. These spreadsheets should be compared to the amounts recorded on the monthly financials each month and appropriate entries should be made to ensure that the financial statements and the detail supporting documentation agree.

The amount charged for services should be equal to the amount shown in the Fee Book. If there are going to be differences between what is going to be charged and the amount listed in the Fee Book Dan Baccari should be notified with an explanation of what changes you would like to make and the reasoning behind the change.

Vending Services' Response

A review and update of the rental income spreadsheet will be undertaken and reconciled with the monthly financial statement.

A request will be made to change the Bike Locker deposit to \$10.00 for the upcoming Fee Book.

5. SNACK FOOD INVENTORY

Background

An inventory sheet is maintained in each of the snack vending machines that records the beginning inventory, inventory additions, and removal of stale items each time the machine is serviced. At month end an actual inventory is taken of each machine and a new inventory sheet is prepared and left in the machine. The current month inventory sheet is returned to the office where spreadsheets are updated and combined to reflect the inventory changes and sales of product for the month. This information is used to adjust inventory on the balance sheet and to compare sales as computed to actual money collected for reasonableness.

Observation

The inventory amount on the spreadsheet did not equal the amount of inventory reported on the balance sheet. Also the month end spreadsheet had errors in the formulas used to compute the ending inventory. The errors to the spread sheet were discussed and corrected during the audit.

Recommendation

Although the differences are usually minor in amount the inventory amounts on the spreadsheet and balance sheet should be the same, if changes are made to the inventory both the spreadsheet and the balance sheet should be adjusted. Also the spreadsheets should be checked periodically to be certain that the formulas are correct and that the results are accurate.

Vending Services' Response

The inventory procedure will be reviewed and corrections made on a monthly basis. Vending is also looking into a computer program for tracking inventory.

6. DEPRECIATION SCHEDULE

Observation

The depreciation schedule totals for assets owned, accumulated depreciation, and depreciation expense do not equal the amounts recorded on the balance sheet and income statements.

Recommendation

The depreciation schedule is the detail support for the amounts recorded on the monthly financial statements. The depreciation schedule should be maintained to record current additions and deletions to your equipment. Each month the amounts recorded on the financial statements should be compared to the depreciation schedule and appropriate adjustments should be made.

Vending Services' Response

Vending has reviewed the items now in the depreciation schedule and will correct the financial statements to agree with the appropriate monthly entries.

7. SALE OF ASSETS

Observation

Periodically washers and dryers are replaced to maintain reliable equipment for the students' use. When new machines are purchased the old machines are sold either to individuals or in bulk to a business. When the machines at Married Student Laundry were replaced the machines were sold in bulk to Artech. At approximately the same time a used freezer was given to Artech to be sold on consignment. At the time of disposal of the equipment no documentation of the sales was prepared for both the washers and dryers or the consignment of the freezer. In addition an account receivable was not recorded on the financial statements.

Recommendation

There are established agreed upon procedures between the Property Office and Vending Services for the disposal of assets. Whenever Vending is disposing of assets these procedures should be followed and appropriate documentation retained. In order to recognize the sale of the washers and dryers an account receivable should be recorded.

Vending Services' Response

Vending will adhere to the proper procedures as determined by the Property Office. An account receivable will be established to record the sale of assets from the department if payment is not made at the time the property changes hands.

Jim Byram
Auditor

cc: Dan Baccari, Vice President Finance
Bill Wolf, Director Service and Auxiliary Enterprises
Ed Leonard, Manager, Executive, Food Service
Tom Wilson, Manager, Food Service

Van Jacobson was available for questions on the internal audits presented in the Report. He mentioned that his unit would be more involved in the PeopleSoft human resources project in the immediate future. The support provided the FR area has been great and has been reduced over time.

Financing of Wyoming Union Project (see also Physical Plant and Equipment Committee)

Mr. Baccari led the Board through three funding scenarios and budget supplementation. The total budget for the renovation is \$12.4 million. Physical Plant and ASUW will supplement the budget; bonds will be issued as authorized by the Legislature; and the budget remainder will come from draw down on federal mineral royalties (one time monies).

Kara Calvert reported that students have expressed concerns to ASUW that they will be paying for services/facilities not on-line and that full-time students are bearing the burden of the renovation while part-students aren't contributing as much. Students feel ASUW can step up and relieve some of the full-time students' financial obligation for the project.

PERSONNEL COMMITTEE

The Personnel Committee of the Board of Trustees met on Friday, November 10, 2000 with the following members present: Taylor Haynes, chair; Debbie Hammons, Kathy Hunt. Trustee Ritthaler was unable to attend the meeting.

Trustee Haynes moved to accept the personnel action items as presented in the Report for appointments, changes in appointments, reappointments, leaves of absence without pay, changes in leaves of absence without pay, retirements, and resignations. Trustee Bonner seconded the motion. The motion carried.

APPOINTMENTS
1. Faculty
College of Agriculture

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Animal Science</i>			
Ford, Stephen	Professor	\$110,000/AY	08/28/2001 to 06/30/2002

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Computer Science</i>			
Yu, Byunggu	Assistant Professor	\$64,008/AY	08/23/2000 to 06/30/2001
<i>Department of History</i>			
Brose, Michael C.	Assistant Professor	\$22,008/AY	08/22/2000 to 06/30/2001
Kamp, Marianne R.	Assistant Professor	\$22,008/AY	08/23/2000 to 06/30/2001
<i>Department of Music</i>			
Keeling, Kasandra	Instructor	\$40,008/AY	08/23/2000 to 06/30/2001

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>School of Pharmacy</i>			
Baher, Tracy D.	Assistant Professor	\$54,696/FY	09/01/2000 to 06/30/2001

University Libraries

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
Edwards, Doralyn H.	Assistant Librarian	\$44,508/FY	09/06/2000 to 06/30/2001
<i>Cataloging Department</i>			
Hicks, Gloria J.	Assistant Librarian	\$31,008/FY	08/29/2000 to 06/30/2001
Terrill, Lori	Assistant Librarian	\$33,000/FY	09/29/2000 to 06/30/2001

2. Administrators
Student Affairs

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
Turner, Andrew L.	Dean of Students	\$74,508/FY	11/06/2000 to 06/30/2001

APPOINTMENTS
3. Academic Professionals
College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Mathematics</i>			
Shavaliar, Maria	Assistant Lecturer	\$35,004/AY	08/22/2000 to 06/30/2001
<i>Department of Zoology & Physiology</i>			
Wade, Christine K.	Assistant Lecturer	\$21,996/AY	08/24/2000 to 06/30/2001

4. Intercollegiate Athletics
Intercollegiate Athletics

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Athletics</i>			
Newland, Jared	Coordinator-Athletic Development	\$35,004/FY	09/27/2000 to 06/30/2001
Potter, Amy	Marketing Assistant, Senior	\$29,016/annum	09/15/2000 to 06/30/2001
Stark, John D.	Associate Athletic Director	\$55,764/annum	11/06/2000 to 06/30/2001
Welniak, Randy	Associate Athletic Director	\$61,008/FY	09/18/2000 to 06/30/2001

CHANGES IN APPOINTMENTS
1. Faculty
College of Agriculture

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Animal Science</i>			
Horn, Steven W.	Professor		08/30/2000 to 06/30/2001

College of Business

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Management & Marketing</i>			
Pattison, Patricia M.	Director	\$92,628/FY	09/01/2000 to 06/30/2001

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>School of Pharmacy</i>			
Baldwin, H. John	Professor		08/30/2001 to 06/30/2002

CHANGES IN APPOINTMENTS

**2. Academic Professionals
 College of Agriculture**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Plant Sciences</i>			
Cecil, Jack	Assistant Research Scientist	\$33,588/FY	07/01/2000 to 06/30/2001

REAPPOINTMENTS

**1. Administrators
 College of Arts & Sciences**

<u>Name</u>	<u>Rank</u>		<u>Appointment Period</u>
Bauer III, Henry H.	Associate Dean	\$98,940/FY	10/01/2000 to 09/30/2003

**2. Academic Professionals
 Academic Affairs**

<u>Name</u>	<u>Rank</u>		<u>Appointment Period</u>
Nelson, Jane	Director	\$41,508/AY	09/01/2000 to 06/30/2001

LEAVES OF ABSENCE WITHOUT PAY

**1. Faculty
 College of Health Sciences**

<u>Name</u>	<u>Rank</u>	<u>Leave Dates</u>
<i>School of Pharmacy</i>		
Hussain, M. Delwar	Associate Professor	09/01/2000 to 05/17/2001

CHANGES IN LEAVES OF ABSENCE WITHOUT PAY

**1. Full-Time Faculty
 College of Arts & Sciences**

<u>Name</u>	<u>Rank</u>	<u>Leave Dates</u>
<i>Department of Communication & Mass Media</i>		
Smith, Kenneth L.	Professor	01/17/2001 to 05/12/2001

RETIREMENTS

**1. Faculty
 College of Arts & Sciences**

<u>Name</u>	<u>Rank</u>	<u>Birth Date</u>	<u>Employment Dates</u>
<i>Department of History</i>			
Kohler, Eric D.	Emeritus Professor	10/24/1943	09/01/1971 to 05/15/2001

<u>Name</u>	<u>Rank</u>	<u>Birth Date</u>	<u>Employment Dates</u>
<i>Department of Music</i>			
Weiss, Carlyle E.	Emeritus Professor	01/29/1937	09/01/1968 to 12/31/2000

RESIGNATIONS
1. Academic Professionals
College of Agriculture

<u>Name</u>	<u>Rank</u>	<u>Employment Period</u>
<i>Cooperative Extension Service</i> Clark, Melody J.	Associate Extension Educator	05/29/1998 to 08/15/2000

GLOSSARY OF PERSONNEL TERMS

Academic Professional

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

Academic-Year (AY) Appointments

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

Adjunct or Clinical Faculty

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

Archive Faculty

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

Assistant Professor

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

Associate Professor

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

Development Leave

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

Emeritus Faculty

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

Extended-Term Appointment

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

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

Extension Educator

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

Faculty

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

Fiscal-Year (FY) Appointments.

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

Full-Time Equivalent (FTE)

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

Instructor

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

Leave of Absence Without Pay

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

Lecturer

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

Library Faculty

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

Part-Time Employee

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

Post-Doctoral Research Associate

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

Probationary Employee

Refers to tenure-track faculty members who have not received tenure and to academic professionals, library faculty, and archive faculty who have not yet received an extended-term contract. The probationary term for

academic professionals is generally six years, with yearly reviews and re-appointments. For librarians and archivists, it is five years. Faculty members who are on tenure-track appointments typically undergo the review for tenure in the sixth year of employment.

Professor

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

Research Professor

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

Research Scientist

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

Review Year

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

Sabbatical Leave

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

Temporary Appointment

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

Tenure-Track Appointment

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

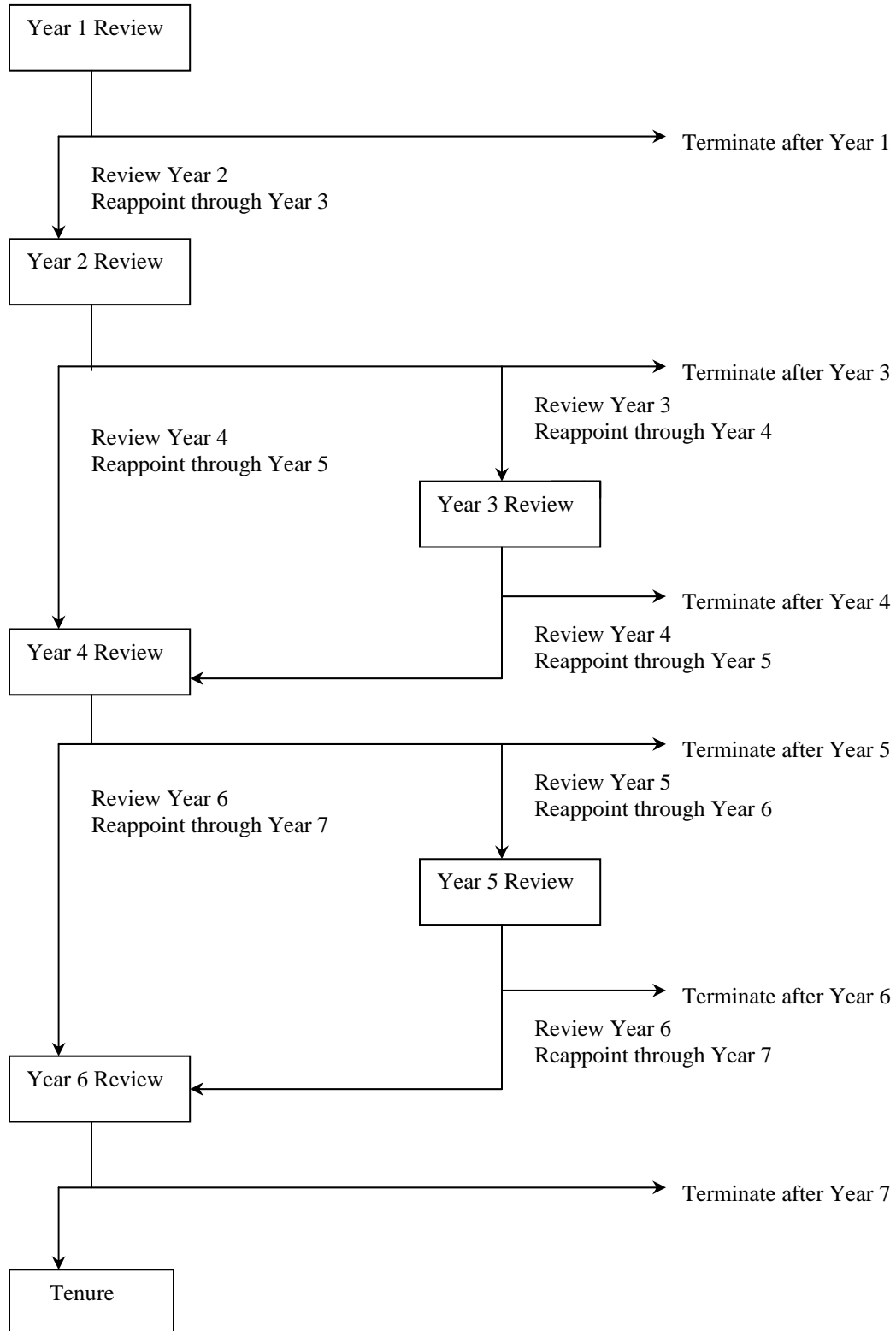
Terminal Degree

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

Visiting Appointment

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

FLOW CHART FOR FACULTY REAPPOINTMENTS



PHYSICAL PLANT AND EQUIPMENT COMMITTEE

The Physical Plant and Equipment Committee met on Friday, November 10, 2000 with the following members present: Pete Jorgensen, chair; Taylor Haynes, John Patrick and Hank True. Trustee Ritthaler was unable to attend. The following items were presented to the full Board.

Utility Easement at Sheridan

Power River Energy Corporation, Sundance, Wyoming, has applied for a power line easement, 833 feet in length, in the S1/2SE1/4 of Section 10, Township 56N, Range 83W. The easement location is across deeded land and lies between the Burlington Northern Railroad tracks and State Highway 336.

Roger Hybner, Sheridan R & E Center Superintendent, does not see this overhead easement being detrimental since the area between the railroad tracks and the highway is not used for any farm-related activities.

It is recommended the Physical Plant and Equipment Committee recommend the Trustees of the University of Wyoming grant the requested easement for an easement fee of \$5.00/rod - $833 \text{ feet} = 50.48 \text{ rods} \times \$5.00/\text{rod} = \text{total easement fee of } \252.40 .

The map on the following page shows the location of the easement request.

Trustee Jorgensen handed out information on a rod. Terry Benson reported the fee is in line with the state land office. Trustee Jorgensen moved for approval of the utility easement in Sheridan. Trustee Haynes seconded the motion. The motion carried.

Afton Easement for Custom Dried Foods

Mr. Baccari provided a drawing of the building and easement in question. Custom Dried Foods previously requested a shift in the property lines with no net gain or loss to UW. The Board approved this request at the September meeting. The action before the Board is to abandon the previously approved easement and reestablish it. Mr. Benson indicated it is a non-exclusive easement. (See map on following page.)

Trustee Haynes moved to approve the easement as requested. Trustee True seconded the motion. The motion carried.

Trustee Jorgensen noted the following items for information that were presented to the Board.

Cancellation of Easement at Archer R & E Center

A power line easement was granted at the September 15-16, 2000, at the University of Wyoming Trustees' meeting to High West Energy, Inc. When High West was advised the easement had been approved, their response was "a different proposal was made to High West Energy so the easement on University property will not be needed."

Change Orders and Progress Reports

**PHYSICAL PLANT AND EQUIPMENT COMMITTEE
 Progress Report as of 19 October 2000**

The following gives an accounting of the progress and activity of construction since the September 2000 Trustees' meeting. Also reported are approved change orders to the Rochelle Athletics Center and Spanish Walk Apartments Window Replacement Phase I.

PROJECTS IN CONSTRUCTION

1. Studio Addition for Fine Arts Building

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

	Total	Design	Construction	Contingency	Admin.	Equipment	Misc
Budget	\$1,685,831.41	\$87,900.00	\$979,800.00	\$121,886.41	\$32,415.00	\$452,000.00	\$11,830.00
Expended	1,284,712.64	87,165.00	979,800.00	23,080.75	19,252.14	175,414.16	-0-
Obligated	155,595.64	735.00	-0-	7,665.18	773.52	145,405.29	1,016.65
Un-obligated	245,523.72	-0-	-0-	91,140.48	12,389.34	131,180.55	10,813.35

Remarks: The exterior brick is now in place. The owner-furnished equipment is being installed and should be complete by the end of October. The contractor has completed most of the punch-list items.

2. Stadium Lighting

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

	Total	Design	Construction	Lighting	Contingency	Admin.	Equipment
Budget	\$490,508.05	\$1,500.00	\$150,300.00	\$304,000.00	\$23,286.00	\$6,000.00	\$ 5,422.05
Expended	461,700.96	1,500.00	146,961.96	304,000.00	909.00	2,908.55	5,421.45
Obligated	7,734.84	-0-	3,338.04	-0-	4,396.80	-0-	-0-
Un-obligated	21,072.25	-0-	-0-	-0-	17,980.20	\$3,091.45	.60

Remarks: Mandatory 41-day advertising period ended on 17 August 2000. However, final payment will not be made until contractor has completed the punch test.

3. Rochelle Athletic Center

Contractor: Spiegelberg Lumber and Building Company, Inc.
 Bid Price \$6,618,200.00
 Original Completion Date: 15 June 2000
 Contract Substantial Completion Date: 15 June 2000

	Total	Design	Construction	Contingency	Administration	Misc.
Budget	\$8,427,592.00	\$608,936.00	\$7,050,000.00	\$378,041.00	\$297,042.00	\$93,573.00
Expended	2,385,247.37	447,804.14	1,890,637.00	-0-	46,806.23	-0-
Obligated	5,077,318.60	134,411.84	4,872,607.00	60,159.00	91.76	10,049.00
Un-obligated	965,026.03	26,720.02	286,756.00	317,882.00	250,144.00	83,524.00

Remarks: On-site utilities are approximately 90% complete. Approximately 75% of the interior masonry walls are in place. The bowstring trusses for the weight room are now in place, and the steel framing and joists for 2nd floor locker are in place. Steel deliveries continue to be behind schedule.

4. Wyoming Union Renovation and Additions

Phase "0" Contractor: Spiegelberg Lumber and Building Company, Inc.

Phase "0" Bid Price \$541,900.00

Phase "0" Original Completion Dates: Temporary Bookstore area - 24 July 2000

Breezeway portion/ East Addition - 18 August 2000

Balance of East Addition - 15 September 2000

Phase "0" Contract Substantial Completion Date: Temporary Bookstore area: 24 July 2000

Breezeway portion/East Addition - 4 September 2000

Balance of East Addition - 30 September 2000

Phases 1 through 3 Contractor: Spiegelberg Lumber and Building Company, Inc.

Phases 1 through 3 Bid Price: \$9,318,600.00

Phases 1 through 3 Original Completion Dates: Phase 1 - 14 May 2001

Phase 2 - 14 December 2001

Phase 3 - 1 May 2002

Phases 1 through 3 Contract Substantial Completion Dates: Phase 1 - 14 May 2001

Phase 2 - 14 December 2001

Phase 3 - 1 May 2002

	Total	Design	Construction	Contingency	Admin.	Misc
Budget	\$12,437,508.00	\$1,237,092.00	\$9,852,218.00	\$909,800.00	\$338,148.00	\$100,250.00
Expended	1,448,606.09	881,192.62	504,192.85	-0-	63,220.62	-0-
Obligated	9,740,291.98	348,524.50	9,348,025.15	37,779.00	5,963.33	-0-
Un-obligated	1,248,609.95	7,374.88	-0-	872,021.00	268,964.05	100,250.00

Remarks: Phase "0" is now substantially complete. East entrance doors re-opened on 3 October. Preconstruction meeting for Phases 1-3 was held on 11 October. Demolition work began on 12 October 2000.

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

Rochelle Athletics Center

Change Order No. 1

Item 1 Add two 4" PVC to electric ductbank (Not bid as Add. Alt.	5,879.00
Item 2 Deduct toilet accessories	(313.00)
Item 3 Provide 3/4" conduit for home runs	3,691.00
Item 4 Change location of Telecom conduit termination	3,218.00
Item 5 Add steel pipe and chain railing to pit at Mechanical Room 111	716.00
Total for Change Order No. 1 Add:	\$12,651.00

Change Order No. 2

Item 1 Replace brick veneer with sandstone (5000 s.f.)	145,044.00
Total for Change Order No. 2 Add:	\$145,044.00

Change Order No. 3

Item 1 20 ga. Studs in lieu of specified 25 ga. Studs	\$22,3383.00
Item 2 Re-route existing 2" PVC electrical line	5,705.00
Item 3 VAV control: change for pneumatic to direct digital	16,419.00
Item 4 Add two stand pipe drains in Pool Room	1,607.00
Item 5 Incorrect location of sewer line	1,394.00
Total for Change Order No. 3 Add:	\$47,508.00

Statement of Contract Amount:

Original Contract Amount	\$6,618,200.00
Total Change Orders Nos. 1-3	+ 205,203.43
Adjusted Contract Price	\$6,823,403.00

Spanish Walk Apartments Window Replacement Phase "0"

Change Order No. 1

Item 1 Provide and install 32 large windows and 31 small
Windows in Spanish Walk Unit D Add: \$44,262.00

Total Change Order No. 1 Add: \$44,262.00
Plus 30 calendar days

Statement of Contract Amount:

Original Contract Amount	\$ 89,252.00
Total Change Order No. 1	<u>44,262.00</u>
Adjusted Contract Price	\$133,514.00

Financing of Wyoming Union Project (see also Budget Committee)

See writeup on page 79 of the Minutes of the Trustees dated November 10-11, 2000.

INVESTMENT COMMITTEE

The Investment Committee of the Board met on Friday, November 10, 2000. The following members were present: Dave Bonner, chair; Ron McCue and Jerry Saunders. The following information items were presented to the full Board.

Quarterly Report on Investments

The investment policy of the Trustees requires the Vice President for Administration and Finance to report quarterly on the status of investments managed by the University. The summary of the University-managed investments follows.

Trustee Bonner noted that the third quarter reflected the problems with the money markets in general. The portfolio reflects a 2.66% gain, which was good, despite the problems in the third quarter. John Vann noted there was some increase in October and that our financial advisors were doing excellent to show a gain.

UNIVERSITY OF WYOMING
 FIXED INCOME INVESTMENTS
 SUMMARY FOR THE PERIOD
 7/1/00 - 9/30/00

	University Managed	
	Endowment Funds	University Funds
Beginning Balance 6\30\00	294,683.73	67,893,291.97
Ending Balance 9\30\00	297,822.22	74,496,596.40
Average Return	5.88%	6.26%

UNIVERSITY OF WYOMING
 UNIVERSITY MANAGED ENDOWMENT FUNDS
 SUMMARY FOR THE PERIOD
 7/1/00 - 9/30/00

Investments, Beginning of Period		294,683.73
Add		
Received, Current Period	3,138.49	
Uninvested, Prior Period		
Deduct		
Uninvested, End of Period	0.00	3,138.49
Deduct		
Endowments Refunded	0.00	
Transfers to External Managers	0.00	0.00
Investments, End of Period		297,822.22

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

UNIVERSITY OF WYOMING
 Investment Committee - Performance (net of fees)
 September 30, 2000

	Market Value	3rd Qtr 2000 %	2nd Qtr 2000 %	YTD %	1 year %	2 year %	3 year %	5 year %	Inception to date %
Summary									
Total Assets	49,529,064	-0.50	1.45	2.66	16.75	18.63	11.84	14.37	198.75
Balanced Index- custom		-0.51	-2.19	-0.41	12.40	15.85	13.84	17.76	223.92
Other									
Handling Account	318,484								
Equity Funds									
Value Pool									
Jurika*	7,408,799	3.98	3.29	10.96	29.29	19.97	7.43	15.16	215.88
Benchmark Mid Value		8.06	-1.39	5.75	3.71	4.48	0.38	8.91	97.98
Rorer^	6,537,695	4.88	1.59	16.51	31.20	27.24	22.36	N/A	150.86
Benchmark Lrg Value		12.62	-5.04	5.50	5.60	5.53	12.04	N/A	61.59
Growth Pool									
Montag***	6,928,833	-8.09	-0.56	-11.14	4.72	17.82	13.24	N/A	78.36
Benchmark Lrg Growth		-3.78	-4.28	-3.40	20.14	28.27	23.64	N/A	125.32
Wilshire Growth Fund^^	7,627,337	-2.51	-2.95	-1.31	21.23	N/A	N/A	N/A	22.34
Benchmark Lrg Growth		-3.78	-4.28	-3.40	20.14	N/A	N/A	N/A	22.39

International Equity Fund

Brandes**	9,338,396	-4.27	5.61	-1.36	20.22	34.97	17.90	21.07	188.31
European Australian and Far East		-8.01	-3.90	-11.64	3.43	16.50	7.55	8.67	65.19

Fixed Income Fund

Fox*	11,369,521	3.83	1.92	7.33	7.14	3.53	6.51	6.72	55.59
Lehman Bros Govt Corporate Bond Index		2.87	1.45	7.16	6.72	2.46	5.81	6.30	58.19

Inception * 4/93 ^ 7/96
 ** 4/94 ^^ 3/99
 *** 7/97

Quarterly Report on Endowments

The quarterly investment report for the quarter ending September 30, 2000, provided by John A. Vann, Investment Advisor to the Investment Committee follows.

**UNIVERSITY OF WYOMING
 INVESTMENT COMMITTEE
 As of September 30, 2000**

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

Funds:	(\$000)	(%)
Fixed Income Pool – Fox	\$ 11.370	23.11%
Value Equity Pool		28.35%
Jurika & Voyles	7.409	
Rorer	6.538	
Growth Equity Pool		29.57%
Montag & Caldwell	6.929	
Wilshire	7.627	
Int'l Equity Pool – Brandes	9.338	18.97%
	\$ 49.211	100.00

Asset Allocation Goals as of February 11, 1999

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

COMMUNITY COLLEGE AND OUTREACH COMMITTEE

The Community College and Outreach Committee met on Friday, November 10, 2000 with the following members in attendance: John Patrick, chair; Kathy Hunt and Greg Schaefer. Trustee Ritthaler was unable to attend. The following information items were presented to the full board by Trustee Patrick.

Community College Presidents' Meeting

Presidents' Meeting
Community Colleges and University of Wyoming
9: 00 a.m., Saturday, October 14, 2000
Board Room, Old Main, University of Wyoming

1. Wyoming Horizons Scholarship and President's Honor Scholarships
2. Legislative agenda – Community Colleges and UW
3. Cooperative funding proposals (grants); update and protocol
4. University and Community Colleges Dean's meeting items:
 - a. Joint recruitment, marketing, advertising
 - b. State-wide clearinghouse for distance education
5. Core curriculum; general studies program
6. High school student data
7. Licensure issues regarding library materials
8. Licensing of post-secondary institutions
9. Roundtable

Office of the President

Post Office Box 3434
Room 206, Old Main
Laramie, Wyoming 82071-3434
(307) 766-4121

October 18, 2000

The Honorable Jim Geringer
Governor
State Capitol Building
Cheyenne, WY 82002

Re: Wyoming Horizons Scholarship Program

Dear Governor Geringer:

At the October WEPCCC meeting, you asked that the community colleges and the University meet to review and propose modifications to the draft Wyoming Horizons Scholarship Program prepared in response to your request. The result was to be a program that would be available to all eight Wyoming higher education institutions and it was to address your dual goals of keeping Wyoming's top high school students in the state and developing a skilled workforce.

Based on our discussions, we propose a Wyoming Horizons Scholarship Program with the following features:

1. The Program would have two basic components: "College Horizons" and "Career Horizons." The "Horizons Plus" concept funding graduate school scholarships would be eliminated.
2. College Horizons would be similar to the Wyoming Horizons Scholarship for undergraduate education described in the University's October 3, 2000, letter to you. Its purpose is to encourage top Wyoming students to pursue their higher education here in Wyoming. It would be available to the top 25% of Wyoming high school graduates who are residents of Wyoming at the time of their graduation. No minimum period of residency would be required. Resident home schooled students, other resident students who are not high school graduates, and graduates of non-Wyoming high schools whose parents are Wyoming residents would be eligible as explained to you in the October 3 materials.
3. Instead of a six calendar year limit on availability of the College Horizons scholarship, the limit would be 12 regular academic semesters. The option of enrolling in summer school has been eliminated because it would not be feasible for most students to successfully

complete 12 credit hours during the intensive summer sessions and because the selection of courses is limited.

4. The Community College Commission, the community colleges, and the University will again review the administrative details of the College Horizons program as described in the October 3 materials. There may be subsequent recommendations for change to enhance the implementation of the program. We believe changes will be limited to technical matters and will not affect the substance of the program as contemplated.
5. The Career Horizons scholarship would be available to Wyoming high school graduates with at least a 3.0 GPA who enroll in an occupational or vocational program at a Wyoming Community College within 16 months of graduation. Except for the GPA eligibility requirement for entry into the Career Horizons program, the same eligibility criteria that apply to College Horizons students also apply to Career Horizons students. Governor, please note that the Georgia Hope Scholarship has a specific component to provide aid to students pursuing occupational and career programs. The Nevada Millenium Scholarship is sufficiently broad that students in occupational and career programs qualify.
6. The Career Horizons scholarship would be available for up to 6 academic semesters rather than 12. Students would have to maintain a 2.5 GPA to remain eligible for the program.
7. Like the College Horizons component, there may need to be some additional administrative provisions to ensure effective administration of the program. However, they will not affect the substance of the program as outlined.
8. Any changes to either of the proposed Wyoming Horizons Scholarship programs will be completed and submitted to you by November 10, 2000.

These programs would provide significant benefits to Wyoming's higher education students. Both UW students and community college students have large amounts of documented unmet need as outlined below:

1999-2000 (undergraduates only)

	<u>Unmet needs*</u>	<u>Total loans</u>
Community Colleges	\$15.2 million	\$ 6.6 million
UW	\$ 6.9 million	\$16.3 million

*(Unmet need is the difference between the estimated cost of the education program in which the student is enrolled and the amount of money available to the student from family contributions, grants, and scholarships. Students may reduce unmet needs by securing loans. The difficulty is that some students have significant unmet needs, and they or their parents are reluctant to accumulate debt.)

Attached is fiscal information estimating the phase-in cost of these programs over several years.

Finally, part of this overall concept would include negotiation of an articulation agreement between the community colleges and the University that would guarantee junior class standing at the University to recipients of an Associate's degree from Wyoming community colleges. It is predicted that such an agreement combined with the College Horizons Scholarship program will increase the number of community college graduates who transfer to UW. While some additional steps must be undertaken at each institution to finalize this agreement, we are confident that it can be achieved in the near future.

If this concept is acceptable to you, we can jointly prepare draft legislation and provide more detailed background information. We are available to discuss these programs in more detail at your convenience.

Sincerely,

Philip L. Dubois
President
University of Wyoming

Tex Boggs
President, Western Wyoming Community College
For the Community College President's Council

PLD:TB:nsm
Attachment
cc: Community College Presidents

Table 1. Wyoming High School Graduates, 2000-2004

HORIZONS PROGRAM	WYOMING HIGH SCHOOLS		
	Graduation Year	Size of Class	Top 25%
Year 1	1999-2000	6,870	1,718
Year 2	2000-2001	6,888	1,722
Year 3	2001-2002	6,803	1,701
Year 4	2002-2003	6,722	1,681
Year 5	2003-2004	6,640	1,660

Table 2. College Horizon Scholars Enrollment in Higher Education, 2001-2005

COLLEGE PROGRAM	HORIZONS MATRICULATION		SECOND YEAR		THIRD YEAR		FOURTH YEAR		FIFTH YEAR	
	UW	CC	UW	CC	UW	CC	UW	CC	UW	CC
Year 1	687	687	412	412	278	278	198	198	145	145
Year 2	689	689	413	413	279	279	199	199	145	145
Year 3	680	680	408	408	276	276	196	196	144	144
Year 4	672	672	403	403	272	272	194	194	142	142
Year 5	664	664	398	398	269	269	192	192	140	140

Table 3. Cost of the College Horizons Scholars Program in Higher Education, 2001-2005

HORIZONS PROGRAM	NUMBER OF SCHOLARS		SCHOLARSHIPS		ADMINISTRATIVE COST			ANNUAL EXPENSES
	UW	CC	UW	CC	UW	CC	WHS	
Year 1	687	687	\$ 2,187,408	\$1,305,300	\$30,537	\$213,759	\$61,283	\$3,798,287
Year 2	1,101	1,101	\$ 3,593,664	\$2,154,657	\$31,378	\$219,646	\$63,260	\$6,062,605
Year 3	1,650	1,094	\$ 5,517,767	\$2,204,340	\$32,234	\$225,638	\$64,986	\$8,044,965
Year 4	2,035	1,080	\$ 6,981,374	\$2,243,065	\$33,119	\$231,833	\$66,765	\$9,556,156
Year 5	2,306	1,067	\$ 8,111,862	\$2,282,428	\$34,032	\$238,224	\$68,596	\$10,735,142

Table 4. Cost of Career Horizons Program in Higher Education, 2001-2005

HORIZONS PROGRAM	NUMBER OF SCHOLARS-CC	COST OF SCHOLARSHIPS
Year 1	637	\$1,210,300
Year 2	1,019	\$1,994,183
Year 3	1,012	\$2,040,192
Year 4	999	\$2,073,924
Year 5	987	\$2,110,206

Table 5. Cost of Both College Horizons and Career Horizons

	COST OF SCHOLARSHIPS
Year 1	\$5,008,587
Year 2	\$8,056,788
Year 3	\$10,085,157
Year 4	\$11,630,080
Year 5	\$12,845,348

Assumptions:

- College matriculation rate to Wyoming institutions is 80 % w/in the top 25 % of the high school graduation class
- Fifty percent matriculate at UW; fifty percent matriculate at a Wyoming Community College
- First-year retention of 80 percent of which 75 percent retaining scholarship
- Second-year retention of 90 percent of which 75 percent retaining scholarship
- Third-year retention of 95 percent of which 75 percent retaining scholarship
- Fourth-year retention of 97.5 percent of which 75 percent retaining scholarship
- Scholars who enter two-year colleges will transfer to UW in their third year at the same rate of UW native retention
- UW scholarship cost based upon 12 credit hour full-time rate with a 3% increase each year for tuition
- UW mandatory fee calculations increase FY 2001 by \$43 for debt service payment with a 3% increase per year
- Community College tuition & fees for FY2001 with a 3% increase per year (LB).
- Financial Aid Counselors base salary at year 1 \$23,412 plus benefits adjusted 3% per year
- WHS staffing base year 1 professional position @ \$30,000/yr plus clerical @ \$17,000/yr plus benefits
- salaries for WHS staff increased at 3% per year over the period
- Career Horizons information based on Community College Estimates

President Dubois reported on a productive and positive meeting with the Community College presidents. The draft for the College Horizons and Career Horizons program was discussed and has been forwarded to Governor Geringer for his review and action. The President has consulted with Ken Gerow and Faculty Senate on core curriculum studies. It is believed that after another review, the issues will be worked out. The document will be presented to the Board for approval when finalized.

Trustee Hammons expressed appreciation to Dean Powell for the excellent job she has done as Outreach Dean. Resulting from her good work, the Community College and Outreach Committee has completed its responsibilities and the Board thanked them for their work and released them.

ATHLETIC COMMITTEE

The Athletic Committee of the Trustees met on Friday, November 10, 2000. The following members were in attendance: Ron McCue, chair; Dave Bonner, John Patrick, Jerry Saunders, Greg Schaefer, and Hank True. There was no business to come before the Committee.

Trustee McCue encouraged everyone to attend the Wyoming Shootout in Casper, December 16, 2000.

COMMITTEE OF THE WHOLE

Proposed Trustee Bylaws

President Dubois reported that a change in the Board Bylaws was requested during the Board Retreat held in August. Dave Baker was authorized to prepare a draft of the Bylaws with concerns addressed by the Board. After lengthy discussion during the Committee meeting on Board processes, this item was moved to action. A motion was made by Trustee Schaefer to approve the revised Bylaws as presented. Trustee Jorgensen seconded the motion. The motion carried.

October 13, 2000

TO: Dr. Philip L. Dubois
President

FROM: David L. Baker
General Counsel

RE: Trustee Bylaws

I have attached a draft of proposed Trustee By-law amendments along lines discussed in my notes to you in July and September. Generally, most of the amendments track your August 24, 2000 letter to Tom Spicer, which summarizes your recommendations following the August Trustee retreat.

Section 3-2 Order of Business

This provision is modified to eliminate the need for Trustee to approve prior Executive Committee actions; eliminates reference to the obsolete practice of receiving reports and recommendations from the Treasurer; eliminates the distinction between permanent and special committees and replaces the quaint term "communications, petitions, and memorials" with the broader, more contemporary term "announcements." *Operationally, the "Reports and Recommendations of the University President" would provide opportunity for the President to present and comment upon the "Consent Agenda" agreed upon at the end of the previous day. "Reports of Committees" would accommodate any item that was not included on the Consent Agenda.*

Section 7-1 Executive Committee

This provision eliminates the need for full Trustee approval/ratification of Executive Committee actions between regular Trustee meetings. It does, however, maintain language suggesting that Executive Committee actions should be somewhat limited to immediacy and necessity for the present welfare of the University.

Section 7-2 Investment Committee

This is a "clean-up" to eliminate detailed description of the content of reports of the administrative officer. The present language suggests financial activities not authorized under Wyoming law.

Section 7-4 Finance Committee

Committee name change will accommodate both budget and audit functions. Change in the description accommodates both state and internal budget functions and makes the Committee's audit function non-exclusive.

Section 7-5 Academic and Student Affairs Committee

Use of broader term, "educational" to replace "academic" in the fifth line and reference to external program accommodates the role of Community College and Outreach Committees, which is eliminated.

Procedure

In accordance with Article VII "Amendment of Bylaws," the Bylaws can be amended at the November meeting of the Trustees if notice of the amendments -- including the full text of the changes -- is provided with the notice of the November meeting. In the alternative, the wording of the proposed changes can be provided at the November meeting for final action at the January meeting.

As I mentioned in my July 13 note, I am recommending that the Trustee action in the Bylaws take the form of a "Republished Edition" which would include the present proposals and incorporate all changes which have occurred since the last republished edition in 1987.

Thank you.

BYLAWS
OF THE TRUSTEES OF
THE UNIVERSITY OF WYOMING
Republished Edition

Article I. STATUTORY CREATION AND AUTHORITY

Section 1-1. APPOINTMENT, TERM AND AUTHORITY

In accordance with the laws of the State of Wyoming (Wyo. Stat. 1957, §§21-350, 351, 352), the government of the University of Wyoming is vested in a board of twelve (12) trustees appointed by the governor, with the advice and consent of the senate, for a six year term, with terms to be staggered. Such board constitutes a body corporate by the name of "The Trustees of the University of Wyoming" and is granted all the powers necessary or convenient to accomplish the objects and perform the duties prescribed by law.

Section 1-2. EX OFFICIO MEMBERS

The Governor of the State of Wyoming, the President of the University of Wyoming, the State Superintendent of Public Instruction, and the President of the Associated Students of the University of Wyoming are ex officio members of the Trustees, as such having the right to speak, but not to vote.

Section 1-3. VACANCIES

Any vacancy in the membership of the Trustees shall be filled in accordance with laws pertaining thereto.

Article II. MEETINGS OF THE TRUSTEES

Section 2-1. REGULAR MEETINGS

The annual meeting of the Trustees shall be held at the time of the regular Spring Commencement. At the annual meeting, the Trustees may set their schedule of regular meetings for the ensuing year. Written notice of all regular meetings shall be given by the President of the University to each member of the Trustees at least five days in advance of the meeting.

Section 2-2. SPECIAL MEETINGS

Special meetings of the Trustees may be called by the President of the Trustees, or by any three members thereof, at such time and place as they may deem expedient, and a majority of said Trustees shall constitute a quorum for the transaction of business; but a

smaller number may adjourn from time to time. Notice of special meetings shall be given to each member of the Trustees at least 24 hours in advance of such meeting.

Section 2-3. ACTION IN REGULAR AND SPECIAL MEETINGS

At all regular and special meetings, it shall be valid to act on any subject within the power of the corporation except as provided elsewhere in these Bylaws.

Section 2-4. PLACE OF MEETINGS

All meetings of the Trustees shall be held at the University of Wyoming, unless otherwise ordered by the Trustees.

Section 2-5. ACTION WITHOUT A MEETING

The Trustees or the Executive Committee may take action without a meeting by written consent setting forth the action so taken and signed by all the members of the Trustees or the Executive Committee as the case may be.

Section 2-6. ACT OF THE TRUSTEES

The act of the majority of the Trustees present at a meeting at which a quorum is present shall be the act of the Trustees.

Section 2-7. PUBLIC ATTENDANCE AT MEETINGS

Regular and special meetings of the Trustees shall be open to the public except for executive sessions which may be convened at any time by vote upon motion by any member of the Trustees or decision of the presiding officer. Executive sessions shall be attended only by members of the Trustees and such persons as may be designated by the presiding officer or included in the motion. No actions shall be taken in executive sessions. Matters considered and discussed during executive sessions shall be solely for the information and use of persons present.

Article III. PROCEDURE AT MEETINGS

Section 3-1. QUORUM

A majority of the duly appointed and qualified members of the Trustees shall constitute a quorum for the transaction of business. Any number less than a quorum present at a meeting duly called may adjourn from time to time until a quorum shall be in attendance.

Section 3-2. ORDER OF BUSINESS

The business at each regular or special meeting shall be conducted in the following manner, unless otherwise authorized by appropriate Trustees action.

Roll call of members

Approval of minutes of last meeting

Election of officers

Reports and recommendations of
the President of the University

Reports of committees

Announcements

Unfinished business

New business

Section 3-3. RULES OF PROCEDURE

Meetings of the Trustees shall be conducted according to Robert's rules of parliamentary procedure except as modified by the Trustees. Each member of the Trustees who is present shall vote on every question, unless excused from voting by the Trustees. The ayes and noes shall be called and entered upon request of any member of the Trustees.

Section 3-4. MINUTES OF PROCEEDINGS

Minutes of proceedings of the Trustees and of their committees shall be kept by the secretary, or by a person designated by him. Action of the Trustees which utilizes material presented by reports or other documents shall be presented in the minutes in such form as to include, when not impractical, the full text of the action so that reference to other reports and documents is not necessary in order to determine the exact meaning of the action taken.

Article IV. OFFICERS OF THE TRUSTEES

Section 4-1. NUMBER

The officers of the Trustees shall be a President, a Vice President, a Secretary, and a Treasurer, who shall be members of the Trustees.

Section 4-2. ELECTION AND TERM OF OFFICE

The officers of the Trustees shall be elected annually at the annual meeting. Each officer shall hold office for one year or until his successor is elected and qualified. No member of the Trustees shall be eligible for re-election as president immediately after having served two successive regular terms in that office.

Section 4-3. VACANCIES

In the event of a vacancy in any office of the Trustees, an election shall be held for the unexpired term at the next regular or special meeting of the Trustees.

Article V. DUTIES OF OFFICERS

Section 5-1. DETERMINATION OF DUTIES

The officers of the Trustees shall perform the duties expressly enjoined upon them by the laws of this State and by the Bylaws of the Trustees, and such other incidental duties as pertain to their respective offices, or as may be assigned from time to time by the Trustees or their President.

Section 5-2. PRESIDENT

The President of the Trustees shall preside over all meetings of the Trustees; he shall call the Trustees or Executive Committee in regular or special session at such times as he may deem advisable or necessary or at any time upon the petition of three or more members of the Trustees; and he shall have authority to decide any disputes as to the application or meaning of these rules and Bylaws, but this decision shall be referred to the next regular or special meeting of the Trustees for final decision and adjudication by the Trustees. The President of the Trustees shall have power to make temporary appointments to fill vacancies in the officers or appointees of the Trustees during the interval between Trustees meetings. He shall be an ex officio voting member of all permanent committees of the Trustees. He may sign, with the secretary or any other proper officer of the Trustees thereunto authorized by the Trustees, any deeds, mortgage, bonds, contracts, or other instruments which the Trustees have authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Trustees by resolution, by Regulations of the Trustees, or by these Bylaws to some

other officer or agent of the Trustees, or shall be required by law to be otherwise signed or executed.

Section 5-3. VICE PRESIDENT

In the absence of the President of the Trustees or in the event that the office becomes vacant, or of the president's inability or refusal to act, the Vice President shall perform the duties of the President.

Section 5-4. SECRETARY

The Secretary shall be sworn to the performance of his duties as provided by statute. He shall be responsible for the minutes of meetings of the Trustees; he shall be custodian of the Trustees records and of the seal of the Trustees and see that the seal of the Trustees is affixed to all documents, the execution of which on behalf of the Trustees under its seal, is duly authorized. The Secretary shall sign with the President such instruments as the latter may execute. He shall be responsible for the supervision of duties delegated or assigned to the Deputy Secretary appointed by the Trustees.

Section 5-5. TREASURER

The Treasurer shall cause an annual report to be prepared by the officers and employees of the University of Wyoming which shall show all receipts and disbursements; he shall receive any monies, through the Deputy Treasurer, required by law to be paid to the Treasurer of the Trustees; and shall maintain general cognizance of fiscal and accounting procedures utilized by officers of the University of Wyoming designated by the Trustees to receive and disburse all monies.

Article VI. OTHER OFFICERS

Section 6-1. DEPUTY SECRETARY

The Deputy Secretary shall be appointed by the Trustees, and he shall perform such duties as are delegated by the Secretary of the Trustees.

Section 6-2. DEPUTY TREASURER

The Deputy Treasurer shall be nominated by the President of the University for appointment by the Trustees, and he shall be an officer of the University of Wyoming whose duties include responsibility for the receipt, custody, and expenditure of all funds of the University of Wyoming not held by the State Treasurer, and he shall exercise the same responsibility with respect to any funds or monies of the Trustees of the University of Wyoming.

Section 6-3. INTERNAL AUDITOR

The Internal Auditor shall be appointed by the Trustees, and he shall perform such duties as they shall require.

Section 6-4. OTHER OFFICERS AND DUTIES

Other officers may be appointed by the Trustees as may be deemed necessary. The duties of all officers of the Trustees shall set forth in writing at the time of appointment or in appropriate Regulations of the Trustees.

Article VII. COMMITTEES OF THE TRUSTEES

Section 7-1. EXECUTIVE COMMITTEE

The Executive Committee shall consist of five members of the Trustees one of whom shall be the President of the Trustees who shall serve as Chairman, one of whom shall be the immediate past President of the Trustees, one of whom shall be the Vice President of the Trustees, and two of whom shall be elected by the Trustees for a term of one year at the annual meeting of the Trustees. The Executive Committee shall have authority to transact business during the recess of the Trustees and to act for the Trustees in all matters wherein immediate decisions and actions are deemed necessary for the present welfare of the University. All such actions of the Executive Committee shall be reported to the Trustees at their next regular or special meeting, and shall be entered in full upon the minutes of such meeting of said Trustees.

Section 7-2. INVESTMENT COMMITTEE

The Investment Committee shall consist of not less than three members of the Trustees experienced in business and financial affairs one of whom shall be appointed each year by the President of the Board of Trustees for a term of three years at the annual meeting of the Trustees. Initially, three members shall be appointed to terms of one, two and three years respectively. The Committee shall oversee the management of invested University funds, including University endowment funds and University operating funds, subject to the following conditions:

a. The President of the University shall be the administrative officer of the invested University funds, and may assign to a designee such duties as may be described in a written delegation of authority.

b. The day-to-day operations of said administrative officer, shall be submitted to the Committee for consideration, and further, from time to time, the overall management of invested University funds may be ratified by the Trustees at their regular meeting upon submission by the Committee.

c. The Committee may employ the services of an investment adviser, and/or manager(s), and may give due consideration to such advice.

d. The Committee shall place the securities of said Funds in custody of a custodian bank or other fully insured custodial institution, which shall have the right and privilege of holding the securities in a street name or in a name of such nominee as it may choose.

e. Each year the President of the University shall submit recommendations for allocations to programs from income produced from the management of endowment funds to the Committee for approval and submission to the Trustees for adoption.

Section 7-3. PHYSICAL PLANT AND EQUIPMENT COMMITTEE

The Physical Plant and Equipment Committee shall consist of not less than five members of the Trustees who shall be appointed by the President of the Trustees at the annual meeting. This Committee shall consider all matters affecting the maintenance and development of the physical plant and equipment of the University, and recommend to the Trustees such actions pertaining thereto as may be needed or advisable.

Section 7-4. FINANCE COMMITTEE

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

Section 7-5. ACADEMIC AND STUDENT AFFAIRS COMMITTEE

The Academic and Student Affairs Committee shall consist of not less than five members of the Trustees who shall be appointed by the President of the Trustees at the annual meeting. The Committee shall maintain close liaison with principal University officers in order to assure the Board of systematic and regular reports of developments affecting educational programs within or external to the University; and it shall recommend to the Trustees such actions pertaining thereto as may be needed or advisable.

Section 7-6. ATHLETIC COMMITTEE

The Athletic Committee shall consist of not less than three members of the Trustees who shall be appointed by the President of the Trustees at the annual meeting. The Committee shall maintain cognizance of the scope, needs, and organization of all forms of athletic activities, including intercollegiate athletics, and it shall recommend to the Trustees such actions pertaining, thereto as may be needed or advisable.

Section 7-7. PERSONNEL COMMITTEE

The Personnel Committee shall consist of not less than three members of the Trustees who shall be appointed by the President of the Trustees at the annual meeting. The Committee shall make recommendations regarding University personnel policies that require Trustee action.

Section 7-8. COMMITTEE CHAIRMEN

At the annual meeting, the President of the Trustees shall appoint a chairman for each of the committees described in Sections 7-2. through 7-7. Each such chairman shall hold office for one year or until his successor is appointed and qualified. No member of the Trustees shall be eligible for reappointment as chairman of a particular committee immediately after having served two successive annual terms in that office.

Article VIII. AMENDMENT OF BYLAWS

These Bylaws may be changed or amended and additional Bylaws may be adopted at any regular meeting of the Trustees by a vote of two-thirds of all the members, provided that notice of the intention to change, amend, or add to the Bylaws, in whole or part, shall have been given in the notice of the meeting or shall have been given at a preceding meeting of the Trustees. Such notice shall be in writing and shall include the exact wording of the legislation proposed. The Bylaws, in whole or in part, may be suspended at any Board meeting only by an affirmative vote of two-thirds of all the members of the Trustees.

Article IX. REGULATIONS OF THE TRUSTEES

Rules for the government of the University and all its branches shall be designated as "Regulations of the Trustees," which may be adopted, changed or amended at any regular or special meeting of the Trustees without prior formal notice. In order to have the status of a standing regulation, any intention to adopt, change or amend such Regulations must be presented as a formal motion for action by the Trustees.

Article X. PRESIDENT OF THE UNIVERSITY OF WYOMING

Section 10-1. APPOINTMENT

The President of the University of Wyoming shall be appointed by the Trustees, but no such appointment shall be made without nine affirmative votes of the Trustees. His initial term of office shall be for not less than one year, and he shall thereafter continue in such office at the will of the majority of the Trustees, who, from time to time, shall fix his salary. It will be the policy of the Trustees to confer with an advisory committee from the University faculty and staff prior to the selection of a new President.

Section 10-2. DUTIES AND POWERS

The President of the University shall perform the duties expressly enjoined upon him by the laws of this State, by these Bylaws, and such other incidental duties as pertain to his office or as may be assigned from time to time by the Trustees. As the executive head of the University of Wyoming, in behalf of the Trustees he shall be responsible for the custody of the books, records, buildings, and all other property of the University, and for the administration of the academic and business activities of the University in accordance with the directives, Bylaws and Regulations of the Trustees; and he shall be clothed with all authority requisite to these ends. He shall inform and advise the Trustees with respect to the operations of the University and its relationships, and shall serve as an ex officio member of all permanent Trustees' committees.

Article XI. THE UNIVERSITY OF WYOMING

Pursuant to State Law establishing the University as an institution of learning under the name and style "The University of Wyoming," all authorized functions and business matters carried on by the officers, faculty and staff of the University in accordance with regulations and financial budgets of the Trustees shall be in the name of "The University of Wyoming."

Article XII. SEAL

The corporate seal of the Trustees of the University of Wyoming shall consist of a circular design on which is inscribed the words "The University of Wyoming - 1886 -" and in the center the word "Equality." It shall be affixed to all papers which may require it as authorized by the Secretary, the President of the University of Wyoming, or regulation or direction of the Trustees.

2. Personnel Delegations

October 13, 2000

TO: Dr. Philip L. Dubois
President

FROM: David L. Baker
General Counsel

RE: Trustee Personnel Delegations

The following delegations of authority to the President of the University will accommodate the removal of these matters from the Personnel Committee's portfolio.

It is not necessary to make further Trustee Bylaw changes to accommodate this action. The change approved by the Trustees on September 12, 1998 is sufficient.

Operationally, this can be carried out by having the list of appointments, terms and extended terms recommended by the President presented as an item on the Consent Agenda. The personnel items delegated to the President can be mailed separately to the Trustees on a quarterly basis.

It is recommended that the Trustees delegate to the President of the University final responsibility for recommending to the Trustees the appointments of faculty, academic professionals and University officers; and the award of tenure or extended term contracts.

It is further recommended that the President of the University be authorized to take final action to approve promotions, leaves of absence including sabbatical leaves, administrative assignments below the level of college dean or its equivalent and all gratis, adjunct, associate, temporary and visiting appointments. These personnel actions by the President shall be reported to the Trustees on a quarterly basis.

Dave Baker reported the proposed changes will address the question of the handling of routine personnel appointments and actions. This clarifies personnel matters and addresses the University's legal responsibilities. The Committee of the Whole moved this item to action during the Friday meeting.

Trustee McCue moved for approval of changes in personnel delegations as presented in the report and discussed on Friday. The motion was seconded by Trustee Haynes. The motion carried.

Campaign for Distinction Update

Vice President Blalock reported on campaign activity. Al Simpson is the chair of the committee and will be working with the Foundation more closely as his personal responsibilities decrease. Mr. Blalock will give a more detailed report in January.

Development Report

Mr. Blalock reported that UW is slightly behind from last year's numbers. The annual fund is at a consistent level as the previous year.

FY 2001 Monthly Gift Report through September 30, 2000

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

ALL GIFTS														ANNUAL FUND GIFTS					
	FY 2001		Month		FY 2001 to date		FY 2000 to same date		FY 2001		Month		FY 2001 to date		FY 2000 to same date				
FUND	GOALS	DNRS	AMOUNT	DNRS	TOTAL	DNRS	TOTAL	GOALS	DNRS	AMOUNT	DNRS	TOTAL	DNRS	TOTAL	DNRS	TOTAL			
AGRIC	\$ 816,000	31	\$18,130	70	\$126,667	273	\$196,882	\$ 131,000	25	\$1,530	50	\$12,098	92	\$14,887					
AHC	\$ 995,000	7	\$195	26	\$3,220	31	\$114,681	\$ 47,000	7	\$195	25	\$1,220	28	\$4,335					
ALUMNI	\$ 38,000	48	\$4,870	74	\$9,020	38	\$4,725	\$ -	2	\$20	2	\$20							
A & S	\$ 2,000,000	203	\$273,440	332	\$386,927	503	\$167,594	\$ 451,000	191	\$ 22,440	295	\$82,400	297	\$66,630					
ATHLETICS	\$ 3,304,000	192	\$159,664	915	\$352,042	803	\$1,544,328	\$ 1,100,000	21	\$6,590	798	\$140,768	598	\$148,124					
BUSINESS	\$ 920,000	26	\$7,924	64	\$32,211	130	\$53,684	\$ 110,500	262	\$42,335	38	\$11,264	105	\$11,958					
EDUCATIO N	\$ 600,000	8	\$61,574	33	\$65,644	107	\$224,129	\$ 45,000	5	\$70	25	\$2,890	94	\$3,492					
ENGINEERI NG	\$ 2,300,000	59	\$48,612	149	\$79,556	204	\$449,101	\$ 300,000	41	\$6,745	116	\$25,410	187	\$36,027					
IENR	\$ 525,000	3	\$75,020	10	\$100,120	7	\$82,575	\$ 65,000	2	\$20	5	\$5,120	5	\$5,075					
HEALTH SCI	\$ 1,000,000	34	\$67,570	64	\$82,513	103	\$89,665	\$ 65,000	29	\$12,045	56	\$14,950	90	\$9,548					
KUWR	\$ 380,000	633	\$29,965	941	\$43,872	992	\$38,852	\$ 360,000	639	\$30,105	945	\$44,012	933	\$34,520					
LAW	\$ 250,000	23	\$10,520	37	\$12,934	47	\$15,918	\$ 62,000	19	\$4,970	26	\$5,828	40	\$2,670					
LIBRARY	\$ 100,000	74	\$6,570	123	\$20,423	51	\$15,619	\$ 38,000	72	\$5,570	115	\$8,735	49	\$14,800					
STUD AFFRS	\$ 80,000	194	\$3,590	219	\$4,305	132	\$46,600	\$ 37,500	194	\$3,590	219	\$4,305	130	\$3,100					
UW ART MUS	\$ 215,000	11	\$8,400	42	\$48,282	263	\$59,645	\$ 55,000	8	\$1,700	35	\$6,105	17	\$1,695					
UNIV. FUND	\$ 165,000	40	\$6,427	91	\$15,048	209	\$20,444	\$ 155,000	41	\$6,427	91	\$12,912	209	\$20,444					
OTHER	\$ 2,060,000	122	\$168,923	209	\$372,811	182	\$399,091	\$ 68,000	17	\$2,985	53	\$12,923	126	\$23,795					
GIFTS NOT YET BOOKED						\$195,720													
TOTAL	\$ 15,748,000	1,828	\$951,394	3,279	\$1,951,314	3,788	\$3,523,532	\$3,090,000	1,526	\$147,336	2,770	\$390,959	2,852	\$401,095					

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

UNFINISHED BUSINESS

Trustee Hammons noted that it doesn't appear that there are many scholarship available at UW for home-schooled students. She hopes that UW will look at how we can deal with that segment of the student population that may be coming forward. President Dubois reported that he believes this is being addressed for ACT/SAT with the Program Horizon regarding scores for home-schooled students and opportunities available to them.

NEW BUSINESS

There was no new business brought before the Board.

PUBLIC COMMENTS

There were no public comments brought before the Board.

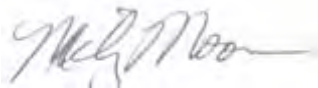
ANNOUNCEMENT OF THE NEXT MEETING DATE

The next meeting will be held on January 18-20, 2001.

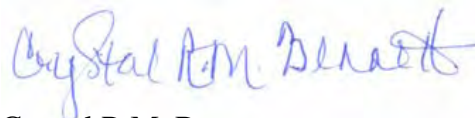
ADJOURNMENT

There being no further business to come before the Board, it was moved by Trustee Jorgensen and seconded by Trustee Patrick to adjourn. The motion carried. The Board adjourned at 11:00 am.

Respectfully submitted,



Nicky S. Moore
Deputy Secretary, Board of Trustees



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

Trustees' Executive Committee Meeting
Friday, October 13, 2000

Present: Dr. Tom Spicer, President Dubois, Dan Baccari, Roger Baalman

Present via conference call: Debbie Hammons, Hank True

AGENDA:

1. Washakie Center Professional Design Service

Dr. Spicer provided a roll call of everyone at the meeting, and said there was a third item he will discuss later. Roger Baalman was asked to explain the information sent to the committee.

Mr. Baalman talked about the Washakie Center Design Services. His office rated Malone Belton Able, PC, from Sheridan as the first choice for the Washakie project. The planning team includes a facilities planning person, information technology, a Housing representative, and three other representatives, as well as a student from the residence hall association. Dr. Spicer asked for a motion to accept Malone Belton Abel as the architect so that the committee could proceed with discussion. Trustee Hammons so moved, Trustee True seconded. Motion carried. Trustee Hammons asked that the problems that have recently occurred with ultimate bids being out of bounds be taken into consideration for the future.

2. Mary Mead Addition to the Hansen Livestock Teaching Arena

Mr. Baalman talked about the arena addition. The project was broken out into three segments: general construction; grandstands in the present arena (free-standing); and the pre-engineered metal building (materials for building only). Three alternatives were also bid: (1) addition of a concrete floor within the arena not covered by bleacher seating and a floor under bleachers with additional bleacher seating; and (2) radiant heating and electrical power. Dan advised the committee that the building does not have any heating system in it at this time. The metal seats will only absorb body heat, not the additional heat. The third alternative is to provide power operation to entry doors for handicapped access. This would assist people in windy conditions. There was a summary of the low bids on the memo sent to the committee.

The recommendation is to award the metal building to Westates; grandstands base bid with alternates 1 and 2 to Southern Bleacher Construction Company, Graham, Texas; and the third bid for general construction with alternates 1 and 2 to Arcon, Inc., Laramie. Total value of the contracts is \$754,500, which exceeded the budget that was developed. The Dean, Steve Horn, has identified resources to pay for the additional funding needed through private donations to allow UW to award the bids as given. President Dubois said the good news was this was a different estimator, which shows that there are problems with estimating no matter who does this in the current market.

The committee had questions about Westates, and the fact that UW rejected an earlier bid from them. Mr. Baalman said contractors were not prequalified for this smaller project, and Westates was encouraged to bid smaller projects to allow UW to build a stronger relationship with them.

Another question came up regarding the concrete floor and if it would limit the flexibility for the use of the arena. Mr. Baalman clarified that the floor would only extend from the edge of the arena's wall to the front grandstand seating, and extend south to the restrooms, and would not touch the natural floor. Dan noted that in the events he has attended, a fenced area is set up in the arena for events and the rest of the arena floor is utilized for spectators and the like. The original, long-term plan was to put grandstands along the entire wall that faced the highway. President Dubois asked for clarification on where Dean Horn got the money. A donor endowed operations and maintenance for the arena, and from the endowment, there is a free cash balance of about \$200,000 that the donor agreed to let them use. The operations and maintenance of the arena, including the addition, is funded through the endowment.

There was discussion on the bids by the committee and Roger. Trustee True moved to approve the three contracts as detailed--bid for general construction with alternates 1 and 2 awarded to Arcon, Inc.; grandstands base bid with alternates 1 and 2 to Southern Bleacher Construction Company; and the pre-engineered metal building to Westates. Trustee Hammons seconded. Motion carried.

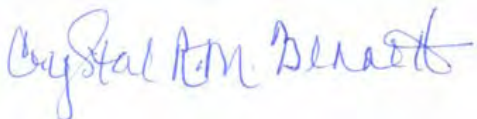
3. Land Sale at Powell

The Powell site was believed to be comprised of 20 acres and was appraised on this basis for \$57,000; however, the subsequent surveyor's report showed the area as actually 24 acres. The additional four acres increases the value of the property by \$10,000, based on the appraised value of \$2,500 per acre for farm land. Dan Baccari stated several options the Trustees could consider. The 24-acre site could be sold for the appraised value of \$57,000; the value of the additional four acres can be added to the appraised value for a total sales price of \$67,000; or the site could be adjusted to 20 acres only (by moving the property line).

The committee further discussed the alternatives to offer Northwest College (NWC). The committee decided to offer NWC two options. The first was to offer the property for \$60,000. This value was derived by adjusting the appraisal of \$57,000 by adding the value of the four additional acres (\$2,500 acre) and reducing the appraised value of the developed parcel (four acres) to the value for agricultural land. It was noted that this offer was a compromise, which acknowledges the University's responsibility for failure to have the site surveyed prior to having it appraised. The second option was to adjust the site to 20 acres, the originally assumed acreage, and to sell for the agreed upon price of \$57,000. Dr. Spicer said this is a good opportunity to find a medium ground that would be of benefit to everyone. He noted that the land appraised at a higher value because of the improvement made by NWC, and that was the reason the University was able to negotiate with them.

Meeting adjourned at 2:36 p..m.

Respectfully submitted,



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