

**THE UNIVERSITY OF WYOMING**

**BOARD OF TRUSTEES' MINUTES**

**January 10-11, 2002**

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

**TRUSTEES OF THE UNIVERSITY OF WYOMING  
AGENDA**

**January 10-11, 2002**

<b>CALL TO ORDER .....</b>	<b>1</b>
<b>ROLL CALL .....</b>	<b>1</b>
<b>APPROVAL OF NOVEMBER 9-10 MINUTES OF THE TRUSTEES .....</b>	<b>1</b>
<b>REPORT AND RECOMMENDATIONS OF THE PRESIDENT OF THE UNIVERSITY .....</b>	<b>2</b>
<b>Recommendation of the Consent Agenda.....</b>	<b>2</b>
<b>Recommendation of Personnel Actions .....</b>	<b>3</b>
<b>REPORT OF THE COMMITTEES.....</b>	<b>4</b>
<b>Academic and Student Affairs Committee.....</b>	<b>4</b>
1. Interdisciplinary Masters Degree in Environment and Natural Resources (ENR) .....	4
2. Review of Central Wyoming Board of Cooperative Educational Services (BOCES) Agreement .....	5
3. Update on Administrative Searches.....	6
4. Proposed Revision to UniReg 805.....	7
5. Mission Statement Revision .....	11
6. MLK and Days of Dialogue.....	11
<b>Finance Committee .....</b>	<b>15</b>
1. Approval of Contracts and Grants .....	16
2. Appointment of External Auditor .....	25
3. Designation of Depositories.....	26
4. Authorization for Stock Transfers .....	27
5. Tuition Restructuring, Fall 2003.....	28
6. Governor's Budget Recommendations.....	31
7. Faculty Senate Resolution 293 and Staff Senate Resolution 187 re: Health Insurance .....	36
8. Approval of Tuition, Fees, Charges, Refunds and Deposits, July 1, 2002 - June 30, 2003 (under separate cover) .....	38
9. Internal Audit Activity Conducted in Accordance with the Audit Plan for the Period October 1, 2001 - December 31, 2001.....	47
<b>Personnel Committee.....</b>	<b>53</b>
1. Personnel.....	54

<b>Physical Plant and Equipment Committee.....</b>	<b>59</b>
1. Approval of Guaranteed Maximum Price for Washakie Project.....	59
2. 22 <sup>nd</sup> and Grand Update.....	60
3. Change Orders and Progress Reports .....	60
4. Golf Course Feasibility Study.....	66
5. University Land Holdings (materials to be distributed at meeting).....	66
<b>Investment Committee.....</b>	<b>67</b>
1. Quarterly Report on Investments.....	67
<b>Athletic Committee .....</b>	<b>70</b>
1. NCAA Compliance Audit.....	71
<b>Committee of the Whole.....</b>	<b>81</b>
1. Development Report .....	81
2. Authority to Proceed with Sale of Two Residences in Arizona .....	83
<b>ANNOUNCEMENTS .....</b>	<b>83</b>
ASUW Report.....	83
Staff Senate Report .....	83
Faculty Senate Report.....	83
<b>NEW BUSINESS.....</b>	<b>84</b>
<b>DATE OF NEXT BOARD MEETING .....</b>	<b>84</b>
<b>ADJOURNMENT.....</b>	<b>84</b>

**THE UNIVERSITY OF WYOMING**

**MINUTES OF THE TRUSTEES**

**January 11-12, 2002**

The Intercollegiate Athletics Department provided a luncheon for the Board at the Rochelle Athletic Center and a tour of facilities on Thursday, January 10, 2002. President and Mrs. Dubois hosted the Board at a dinner in their home on Thursday evening. On Friday, members of the Board met in Academic Affairs for a briefing on tuition structure and lunch.

**CALL TO ORDER**

President Spicer called the Business Meeting to order at 4:05 p.m. on Friday, January 11, 2002.

**ROLL CALL**

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

**APPROVAL OF NOVEMBER 9-10, 2001 MINUTES**

Trustee Spicer moved to approve the minutes of November 9-10, 2001 as presented; Trustee McCue seconded. The motion carried.

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

**Recommendation of the Consent Agenda**

President Dubois presented the Consent Agenda to the full Board with the recommendation it be approved. Trustee True moved to approve, Trustee Hunt seconded, and the motion carried.

**Board of Trustees Consent Agenda  
January 11, 2002**

	Page Appears In Report
<b>I. ACADEMIC AND STUDENT AFFAIRS COMMITTEE.....</b>	<b>1</b>
(Trustees Hunt, Chair; Jorgensen, McCue, Richards, Robinson)	
1. Interdisciplinary Masters Degree in Environment and Natural Resources (ENR) .....	5
<b>II. FINANCE COMMITTEE .....</b>	<b>9</b>
(Trustees Schaefer, Chair; Patrick, Robinson, True)	
1. Approval of Contracts and Grants .....	9
2. Appointment of External Auditor .....	19
3. Designation of Depositories.....	19
4. Authorization for Stock Transfers .....	20
5. Approval of Jacoby Golf Course Rates .....	
<b>III. PERSONNEL COMMITTEE.....</b>	<b>43</b>
(Trustees Haynes, Chair; Hunt, Richards)	
1. Personnel.....	43
2. Intercollegiate Athletics Personnel - Approval of Steve McClain Contract Addendum (men's BB), appointments of Joe Jensen (golf), and Jim Barnes (women's volleyball) .....	
<b>IV. PHYSICAL PLANT AND EQUIPMENT COMMITTEE.....</b>	<b>51</b>
(Trustees Patrick, Chair; Haynes, Jorgensen, Neiman, True)	
<b>V. INVESTMENT COMMITTEE .....</b>	<b>59</b>
(Trustees McCue, Chair; Neiman, Saunders)	
<b>VI. ATHLETIC COMMITTEE .....</b>	<b>61</b>
(Trustees Saunders, Chair; Haynes, McCue, Neiman, Schaefer)	
<b>VII. COMMITTEE OF THE WHOLE .....</b>	<b>71</b>

### **Recommendation of Personnel Actions**

President Dubois noted the personnel actions previously reviewed by the Personnel Committee. Trustee Haynes asked for a motion to approve the actions as discussed. Trustee Richards moved to approve all personnel actions; Trustee Hunt seconded. The motion carried.



## **ACADEMIC AND STUDENT AFFAIRS COMMITTEE**

The Academic and Student Affairs Committee met on Friday, January 11, 2002 with the following members present: Trustees Kathy Hunt, Chair; Pete Jorgensen, Ron McCue, Judy Richards, and Sara Robinson. The following items were discussed with only one being placed on the Consent Agenda.

### Interdisciplinary Masters Degree in Environment and Natural Resources (ENR)

Consistent with the UW Academic Plan, Action Item 56, the Director of the School of Environment and Natural Resources (SENR), in concert with the ENR Committee, ENR faculty advisory committee and affected academic units, proposes an interdisciplinary MS degree in ENR.

The objective of this program is to provide master's-level students, in any UW department granting master's degrees, with the opportunity to add knowledge about policy and science elements of ENR issues, as well as ENR problem-solving skills, to their traditional graduate program. Completion of the ENR requirements, along with completion of the master's degree requirements in the student's home department would earn a student the Master of (Program Name)/Environment and Natural Resources degree, with this degree name so indicated on the students transcript.

The Director of SENR, related academic departments and related advisory boards, have endorsed the proposed interdisciplinary degree. The proposal has been reviewed and endorsed by the UW Graduate Council and the Dean of the Graduate School. The proposal also carries the endorsement of Academic Affairs.



Dr. Buchanan introduced Dr. Harold Bergman, director of ENR, and Nicole Korfanta, assistant director of ENR. Dr. Bergman explained that this master's degree would be somewhat unique and adds breadth and depth to the existing program. The Academic and Student Affairs Committee moved the item to action and approved it, and then placed it on the Consent Agenda.

#### Review of Central Wyoming Board of Cooperative Educational Services (BOCES) Agreement

In 1990, the University of Wyoming and the Central Wyoming BOCES signed an agreement that laid the foundation for a University of Wyoming elementary education program to be offered through the University of Wyoming Casper College Center with the support of BOCES funding. The program was initiated in the fall of 1990, and since that time nearly 300 students have graduated from the program. In the last three years, the placement rate for graduates from the program has been 80%.

The elementary education program has matured enough to stand on its own with other UW programs offered at UWCC. Central Wyoming BOCES indicated its commitment to continuing its partnership with the University of Wyoming by supporting the Industrial Technology Education Program as the first secondary education program to offered through UWCC. On 5 November 2001 the BOCES Board approved funding to help support the program, which is set to begin in Fall 2002. President Dubois and Central Wyoming BOCES Chair Don McCall signed the agreement in December 2001.

The decision to offer the Industrial Technology Education program is based on Wyoming State Department of Education data that show the need for industrial arts teachers in Wyoming school districts is critical: 30% of the current industrial arts teachers in Wyoming are aged 54 and older and 23% are between the ages of 49 and 54. These teachers must be replaced, since

the Wyoming Supreme Court reinforced the importance of vocational education in its 23 February 2001 decision in *State of Wyoming, et al. v. Campbell County School District, et al.*, defining vocational education as part of the “basket of educational goods” which must be provided in Wyoming schools.

Dr. Buchanan spoke briefly about the BOCES agreement, and explained it is a revision of a ten-year old contract. Dr. Maggi Murdock provided additional information about the agreement that allows funds to be shifted between the elementary schools and UW-CC. BOCES funding is derived from a mill levy, allowing the participating college and school district to decide how to spend the funds. UW is not involved with any other BOCES agreements in the state.

#### Update on Administrative Searches

Dr. Buchanan reviewed the administrative searches currently underway, and the chairs of the respective search committees.

The search for the director of the Art Museum has six finalists, and two have been selected for on-campus interviews at the end of January. Dean Ken Griffin, College of Business, is chairing the search committee. A press release on the two candidates visiting campus will be published within a couple of days.

The AHC director search is being chaired by Associate Vice President Rollin Abernethy. Seven finalists have been identified, and that list will be shortened to the top 2 candidates for on-campus interviews.

Dean Oliver Walter, College of A&S, is chairing the search committee for the library dean. The position is currently being advertised, and a review of the applicants is slated to begin in February. The committee anticipates making a decision late in the spring semester.

Proposed Revision to UniReg 805

**Revised Senate Bill 293**

**Introduced by  
Executive Committee**

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

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**THE UNIVERSITY OF WYOMING  
Laramie, Wyoming**

**UNIREG 805  
September 17, 1981**

**UNIVERSITY REGULATION 805  
Initiating  
Authority:** University Faculty

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

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

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

**2. DEPARTMENT (DIVISION) REQUIREMENTS.** ~~The participating departments (divisions) will determine the requirements in terms of courses and/or hours needed for their Cross College Major. The student would not need to meet the College requirements for a degree in the college in which he/she obtains the Cross College Major.~~

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

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

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

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

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

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

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

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

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

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

**5. CHARACTERISTICS OF INTERDISCIPLINARY DEGREES.**

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

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

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

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

**7. CHARACTERISTICS OF MINORS.**

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

**8. DEFINITIONS.**

- a. University requirements:
  - i. Cumulative GPA of 2.00 or better from the University of Wyoming
  - ii. Satisfactory completion of the prescribed curriculum in which the degree is sought
  - iii. Completion of a minimum of 48 upper division semester credit hours, 30 of which must be earned at the University of Wyoming. Credit by examination does not count towards the required 30 hours of residency credit.

- iv. Not more than 24 semester hours of flexible enrollment courses (correspondence credit) may be used toward fulfilling requirements for a bachelor's degree.
- v. Not more than 4 semester hours of credit in physical activity courses can count toward a bachelor's degree.
- vi. The last credit applicable to degree requirements must be earned from the University of Wyoming with the following exception: students of senior standing may complete degree requirements elsewhere by obtaining special permission of the department head, advisor, and college dean, and filing an application for a degree before enrolling elsewhere.
- vii. Students are not allowed university credit for language courses below the 4000 level in their native language.
- viii. Students will be required to complete assessment activities as determined by the University of Wyoming prior to the awarding of degrees.

b. University, college and major requirements:

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

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

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

Dr. Buchanan and Professor Dave Whitman, Engineering, spoke about the revision to UniReg 805. Professor Whitman told the Board the primary reason for the revision was to simplify and clarify the definitions. A definition on minors has also been included in the document. The Board asked questions about any controversy that may have arisen during the process, and also how it will affect business students. Professor Whitman said there had been no controversy, nor will it impact business students significantly.

### Mission Statement Revision

President Dubois provided a packet of information on the mission statement to the Board. He explained his belief that many mission statements look the same and are written to include every possible piece of information regarding the institution. The University of Wyoming's mission statement is intended to be brief and focus on some of the unique elements of UW and the things that set it apart from other institutions. He has included references to the Academic Plan, the Support Services Plan, and the Capital Facilities Plan. The plans set the goals of UW and provide a sense of where the institution is headed.

The President asked members of the Board to provide comments on the overall structure of the statement and whether or not it incorporates a sense of what UW is. His outline of the mission statement was to establish what type of a university UW is in the first paragraph, list some of the elements of the land-grant institution which describes UW's "personality," identify the core values with bullets, touch on extension and outreach services, and finish with a paragraph that highlights the planning processes at UW. The second draft of the mission statement will be shared with the campus shortly.

### MLK and Days of Dialogue

Each year on the third Monday of January, this nation celebrates the ideals and contributions of Dr. Martin Luther King, Jr. Centers of teaching and learning across the nation embrace the opportunity to reflect upon Dr. King's messages of civil rights and peace and to ask what are we doing to introduce a new generation of students to these messages on our own campus.

Since 1990, the Association of Black Student Leaders (ABSL) has assumed responsibility for the annual campus recognition of Dr. King's birthday at the University of Wyoming. With few resources—human and fiscal, ABSL has seen limited participation from the campus and Laramie communities. Celebrations have focused more on the person of Dr. King and less on his ideals and their broad impact across all ethnic groups, cultures, and human issues. In an effort to centralize and enhance the celebration of Dr. King's life, his contributions, and their meaning for us at UW, a steering committee and five working committees have been formed to coordinate a campus-wide, week-long celebration of Dr. King's fight for the inclusion of all peoples within our society. These committees are comprised of faculty, staff, students and local community leaders.

Activities during the week of January 21-25, 2002 will include a university and community candlelight march to be followed speeches from outstanding state leaders and a community supper; speakers include Kathy Karpan, Elizabeth Byrd and Philip Dubois who will address the meaning of Equality Day in Wyoming; an essay-contest for school-age children in Albany County; a brown bag lunch series for the campus community focusing on issues of diversity; and a diversity information fair and dance. A highlight of the week's activities will be a series of "Building the Dream Dialogues." These town hall meetings are designed to encourage open, constructive dialogue among the diverse groups at UW. It is the goal of the committee that these various opportunities will engage students, faculty, and staff in discussions of differences that have shaped who we are in America and Wyoming and to commit to the ideals of inclusion, respect, tolerance, and community building at the University of Wyoming.



Dr. Brigman talked about UW's focus on MLK and community building with different groups. She also discussed events that are scheduled during that week.

## **FINANCE COMMITTEE**

The Finance Committee met on Friday, January 11 with the following members present: Trustees Greg Schaefer, Chair; John Patrick, Sara Robinson, and Hank True. Trustee Schaefer reported on the following items and related discussion with four of them being placed on the Consent Agenda.

### Approval of Contracts and Grants

#### **CONTRACTS AND GRANTS**

The following grants and contracts are accepted subject to compliance with the University's policies on classified information and protection of human subjects.

This report covers the period October 18, 2001 through December 13, 2001.

<b>ALBANY COUNTY FAMILY PLANNING - 02/22/1994 - Open</b>	\$	900
Marcia Dale; Nursing - Develop nursing programs.		
<b>ALBANY COUNTY SCHOOL DISTRICT NO. 1 - 06/01/2000 - 05/31/2002</b>	\$	1,500
Narina Nunez; Psychology - Drug free schools program.		
<b>ALBANY COUNTY SCHOOL DISTRICT NO. 1 - 10/01/2001 - 09/30/2002</b>	\$	56,050
Narina Nunez; Psychology - Evaluation of healthy students.		
<b>ALBANY COUNTY SCHOOL DISTRICT NO. 1 - 10/01/2001 - 09/30/2002</b>	\$	45,460
Patricia Conway; Social Work - Youth empowerment services.		
<b>AMERICAN ASSOCIATION OF UNIVERSITY AFFILIATED PROGRAMS FOR PERSONS WITH DEVELOPMENTAL DISABILITIES - 12/01/1999 - Open</b>	\$	5,300
Kenneth Heinlein; Wyoming Institute for Disabilities - Fees received for child development assessments.		
<b>BECHTEL BWXT IDAHO, LLC - 11/01/2000 - 09/30/2002</b>	\$	50,000
Norman Morrow; Chemical Engineering - Improved water flooding through injected brine modification.		
<b>BINATIONAL AGRICULTURAL RESEARCH AND DEVELOPMENT FUND - 11/01/2001 - 10/31/2004</b>	\$	174,000
Renou Zhang; Renewable Resources - Scale-dependency and spatial variability of soil hydraulic properties.		
<b>CATHEDRAL HOME FOR CHILDREN - 02/22/1994 - Open</b>	\$	153
Marcia Dale; Nursing - Develop nursing programs.		

<b>CC TECHNOLOGY, INCORPORATED - 09/01/2001 - 08/31/2003</b> Keith Carron; Chemistry - New method for monitoring specific neurotransmitters.	\$	150,000
<b>CC TECHNOLOGY, INCORPORATED - 09/01/2001 - 08/31/2002</b> Keith Carron; Chemistry - One-step H. pylori test: screening and individual assays.	\$	65,880
<b>CC TECHNOLOGY, INCORPORATED - 06/01/2001 - 05/31/2002</b> Elizabeth Williams; Veterinary Sciences - Rapid test for transmissible spongiform encephalopathies.	\$	50,000
<b>CITY COUNTY HEALTH DEPARTMENT - 02/22/1994 - Open</b> Marcia Dale; Nursing - Develop nursing programs.	\$	459
<b>COLORADO DIVISION OF WILDLIFE - 09/06/2001 - 06/30/2002</b> Steven Buskirk; Zoology - Snowshoe hare ecology study.	\$	38,000
<b>COLORADO, UNIVERSITY OF - 07/01/2001 - 06/30/2002</b> Joe Schoeber; Medical Education and Public Health - AIDS education and training.	\$	60,177
<b>CORPORATION FOR PUBLIC BROADCASTING - 10/01/2001 - 09/30/2003</b> Tiffinee Hamilton; Wyoming Public Radio - Community service grant for 2001 - 2002.	\$	208,094
<b>DANCE/USA - 11/01/2001 - 05/31/2002</b> Margaret Stalder; Theatre and Dance - Dance residency program.	\$	10,000
<b>E.I. DU PONT DE NEMOURS AND COMPANY - 06/22/1999 - Open</b> Abdel Mesbah; Plant Sciences - Crop-weed research.	\$	3,000
<b>E.I. DU PONT DE NEMOURS AND COMPANY - 01/01/1999 - Open</b> Stephen Miller; Plant Sciences - Weed biology and control.	\$	9,300
<b>GORDON PLASTICS, INCORPORATED - 04/14/1997 - Open</b> Scott Coguille; Mechanical Engineering - Characterize composite materials.	\$	3,050
<b>GRAND TETON NATURAL HISTORY ASSOCIATION - 06/01/2001 - 05/31/2002</b> Henry Harlow; National Park Service - Pine blister rust in lumber and whitebark pines.	\$	2,000
<b>HIT ENTERTAINMENT PLC - 07/01/2001 - Open</b> Henry Harlow; National Park Service - Royalty money from documentary.	\$	10,000
<b>HYDROGEOLOGIC, INCORPORATED - 10/05/2001 - 10/30/2003</b> Marjorie Bedessem; Civil Engineering - Bioremediation and biofouling assessment studies.	\$	17,498
<b>HYPERACUITY SYSTEMS - 08/28/2000 - Open</b> Steven Barrett; Electrical Engineering - Simulate analog processing of fly's eye.	\$	24,324
<b>LARAMIE, WYOMING, CITY OF - 10/01/2001 - 03/3/2002</b>	\$	11,670

Burke Grandjean; Survey Research Center - Laramie housing survey.

<b>LARAMIE PLAINS FAMILY MEDICINE - 02/22/1994 - Open</b>	\$	1,116
Marcia Dale; Nursing - Develop nursing programs.		
<b>LOYNING, STEPHEN M. - 11/01/2001 - 03/31/2002</b>	\$	1,000
David Walrath; Mechanical Engineering - Develop prototype of a combination ball/check valve.		
<b>MACLEAN POWER SYSTEMS - 06/01/1999 - Open</b>	\$	780
Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.		
<b>METAL MATRIX COMPOSITES COMPANY, L.C. - 06/01/1999 - Open</b>	\$	440
Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.		
<b>MORRIS ANIMAL FOUNDATION - 11/01/2001 - 10/31/2002</b>	\$	2,500
Todd Cornish; Veterinary Sciences - Pronghorn pestivirus infection.		
<b>NATIONAL BISON ASSOCIATION - 10/17/2001 - Open</b>	\$	1,500
Donal O'Toole; Veterinary Sciences - Bison handling facility.		
<b>NEW MEXICO INSTITUTE OF MINING AND TECHNOLOGY - 10/01/2001 - 09/30/2004</b>	\$	299,379
Norman Morrow; Chemical Engineering - Oil recovery from reservoirs developed with modern drilling and completion fluids.		
<b>NORSK HYDRO PRODUKSJON A S - 06/01/2000 - 12/31/2001</b>	\$	25,000
Ronald Steel; Institute for Energy Research - A key for prediction of sands on the slope and basin floor.		
<b>PFIZER, INCORPORATED - 09/01/1995 - Open</b>	\$	1,000
Weeranuj Yamreudeewong; Pharmacy - Liquid preparation of rabeprazole from its tablet form.		
<b>PIONEER HI-BRED INTERNATIONAL, INCORPORATED - 10/15/2001 - 10/14/2002</b>	\$	11,867
Bret Hess/Paul Ludden; Animal Science - Inoculation of grass silage and lamb digestibility.		
<b>PIONEER HI-BRED INTERNATIONAL, INCORPORATED - 12/01/2001 - 11/30/2002</b>	\$	56,374
Daniel Rule/Warrie Means; Animal Science - Dietary antioxidants for lamb extended shelf-life.		
<b>PLATTE COUNTY SCHOOL DISTRICT NO. 1 - 09/01/2000 - Open</b>	\$	800
Keith Miller; Wyoming Institute for Disabilities - Family support network.		
<b>RESEARCH CORPORATION AWARDS - 11/16/2001 - 11/30/2002</b>	\$	35,000
David Anderson; Chemistry - Laser initiated hydrogen abstraction reactions in a quantum solid.		
<b>ROCKY MOUNTAIN COMPOSITES - 06/01/1999 - Open</b>	\$	2,600
Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.		

<b>ROCKY MOUNTAIN ELK FOUNDATION - 06/01/2001 - 05/31/2002</b>	\$	20,000
Frederick Lindzey/Stanley Anderson; Zoology - Jack Morrow Hills desert elk study.		
<b>STATE UNIVERSITY OF NEW YORK - 09/01/2001 - 08/31/2002</b>	\$	41,812
William Armstrong; Mechanical Engineering - Lead free solder alloys at multiple specimen scale.		
<b>TAORMINA, VICTOR - 12/14/2000 - Open</b>	\$	1,000
David Walrath; Mechanical Engineering - Design/fabricate a prototype safety rail.		
<b>TETON WEST LUMBER, INCORPORATED - 06/01/1999 - Open</b>	\$	560
Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.		
<b>UNITED STATES AIR FORCE - 05/01/2001 - 09/30/2002</b>	\$	15,000
Thomas Whitson/Philip Rosenlund; Plant Sciences - Native seed integrated pest management.		
<b>UNITED STATES BUREAU OF LAND MANAGEMENT - 09/30/2001 -12/31/2002</b>	\$	25,000
Kenneth Driese/William Reiners; Wyoming Geographic Information Sciences Center - Remote sensing and image processing techniques for prairie dogs.		
<b>UNITED STATES BUREAU OF LAND MANAGEMENT - 09/27/2001 - 09/30/2002</b>	\$	12,000
George Jones; Wyoming Natural Diversity Database - Cushion plant community surveys.		
<b>UNITED STATES BUREAU OF LAND MANAGEMENT - 09/27/2001 - 12/13/2002</b>	\$	58,000
Douglas Keinath; Wyoming Natural Diversity Database - Survey for amphibians, reptiles, breeding birds, and small mammals on lands managed by the Bureau of Land Management.		
<b>UNITED STATES CENTER FOR DISEASE CONTROL - 09/30/2001 - 09/29/2002</b>	\$	25,163
Lisa Steffian; Wyoming Institute for Disabilities - Dental health professionals conference.		
<b>UNITED STATES DEPARTMENT OF AGRICULTURE AGRICULTURAL RESEARCH SERVICE - 10/01/2001 - 09/30/2002</b>	\$	60,000
Francis Galey; Agriculture Dean's Office - Research support for animal care.		
<b>UNITED STATES DEPARTMENT OF AGRICULTURE AGRICULTURAL RESEARCH SERVICE - 09/15/1997 - 09/14/2002</b>	\$	7,200
David Kazmer; Renewable Resources - Remote sensing of leafy spurge.		
<b>UNITED STATES DEPARTMENT OF AGRICULTURE AGRICULTURAL RESEARCH SERVICE - 05/30/1997 - 04/30/2002</b>	\$	15,000
James Waggoner; Renewable Resources - Grazing, animal nutrition, and livestock management strategies.		
<b>UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE - 10/01/1999 - 09/30/2002</b>	\$	27,500
Elizabeth Williams; Veterinary Sciences - Trap management practices.		
<b>UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION AND EXTENSION SERVICE - 12/01/2001 - 11/30/2002</b>	\$	19,877

Bret Hess/Paul Ludden/Venerand Nayigihugu; Animal Science - Gas-liquid chromatography of fatty acids in ruminant nutrition.

**UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION AND EXTENSION SERVICE - 11/15/2001 - 11/30/2003** \$ 150,000

William Murdoch; Animal Science - Role of matrix metalloproteinase-2 in the folliculo-luteal transition.

**UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION AND EXTENSION SERVICE - 09/15/2001 - 06/14/2005** \$ 100,000

Jeff Powell; Renewable Resources - Ranch efficiency improvement.

**UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION AND EXTENSION SERVICE - 11/01/2001 - 10/31/2003** \$ 180,000

George Vance/Peter Stahl; Renewable Resources - Carbon sequestration on rangelands.

**UNITED STATES DEPARTMENT OF AGRICULTURE ECONOMIC RESEARCH SERVICE - 09/30/1999 - 09/30/2002** \$ 160,000

Jason Shogren; Economics and Finance - Consumer benefits of improved food safety.

**UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 09/27/2001 - 09/30/2003** \$ 146,000

Michael Harkin/Linette Poyer; Anthropology - Ethnohistorical survey of national forests in Wyoming.

**UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 09/01/2001 - 06/30/2002** \$ 2,500

Harold Bergman; School of Environment and Natural Resources - Medicine Bow National Forest plan revision.

**UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 08/20/1999 - 09/30/2003** \$ 15,586

Angela Hild; Renewable Resources - Recruitment of winterfat as influenced by the presence of cheatgrass.

**UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 07/20/2001 - 05/31/2002** \$ 36,764

Steven Gloss/Jeffrey Hamerlinck; Wyoming Geographic Information Sciences Center - Bighorn National Forest war assessment.

**UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 04/06/2001 - Open** \$ 480

Gary Beauvais; Wyoming Natural Diversity Database - Species evaluations on sensitive Wyoming vertebrates.

**UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE -** \$ 20,000

**11/13/2001 - 10/31/2002**

Gary Beauvais/Bonnie Heidel; Wyoming Natural Diversity Database - Species assessment for six plant species.

**UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE -** \$ 13,520  
**11/01/2001 - 09/30/2002**

Alan Redder; Wyoming Natural Diversity Database - Maintain database for threatened and endangered plant and animal species.

**UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE -** \$ 33,690  
**11/13/2001 - 10/17/2002**

Stanley Anderson; Zoology - Rocky Mountain region species assessment.

**UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE -** \$ 51,412  
**07/20/2001 - 05/31/2002**

Steven Gloss/Jeffrey Hamerlinck; Zoology - Bighorn National Forest war assessment.

**UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE -** \$ 10,705  
**01/02/2001 - 08/31/2002**

David McDonald; Zoology - Species assessment of burrowing owls.

**UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE -** \$ 35,880  
**10/22/2001 - 08/31/2002**

Frank Rahel; Zoology - Assess conservation of four Great Plains fish.

**UNITED STATES DEPARTMENT OF EDUCATION - 11/01/2001 - 10/31/2002** \$ 274,493

Pilar Flores; Student Educational Opportunity - Upward Bound math and science competition.

**UNITED STATES DEPARTMENT OF EDUCATION - 07/01/2000 - 06/30/2001** \$ 825

John Nutter; Student Financial Aid - Pell grant program.

**UNITED STATES DEPARTMENT OF EDUCATION - 07/01/2001 - 06/30/2002** \$ 330,176

John Nutter; Student Financial Aid - Pell grant program.

**UNITED STATES DEPARTMENT OF EDUCATION - 10/01/2001 - 09/30/2002** \$ 203,766

David Schaad/Michael Massie; Wyoming Institute for Disabilities - Wyoming corporate partnership project.

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

Carrick Eggleston; Geology - Mineral dissolution and precipitation kinetics.

**UNITED STATES NATIONAL INSTITUTES OF HEALTH -** \$ 245,431  
**09/15/2000 - 08/31/2002**

Robert Atherton/D. Scott Bohle; Chemistry - Biology of spatiotemporal nitric oxide gradients.

**UNITED STATES NATIONAL INSTITUTES OF HEALTH -** \$ 369,384  
**09/15/2000 - 08/31/2002**

D. Scott Bohle; Chemistry - Biology of spatiotemporal nitric oxide gradients.

<b>UNITED STATES NATIONAL INSTITUTES OF HEALTH - 09/15/2000 - 08/31/2002</b> Shelly Robertson/D. Scott Bohle; Chemistry - Biology of spatiotemporal nitric oxide gradients.	\$	185,160
<b>UNITED STATES NATIONAL INSTITUTES OF HEALTH - 09/30/2001 - 08/31/2002</b> Robert Kelley; Health Sciences - Northern Rockies regional Biomedical Research Infrastructure Network (BRIN).	\$	1,852,900
<b>UNITED STATES NATIONAL INSTITUTES OF HEALTH - 09/15/2000 - 08/31/2002</b> Paul Wade/D. Scott Bohle; Medical Education and Public Health - Biology of spatiotemporal nitric oxide gradients.	\$	97,967
<b>UNITED STATES NATIONAL INSTITUTES OF HEALTH - 09/15/2000 - 08/31/2002</b> Robert Heinzen/D. Scott Bohle; Molecular Biology - Biology of spatiotemporal nitric oxide gradients.	\$	211,957
<b>UNITED STATES NATIONAL INSTITUTES OF HEALTH - 09/15/2000 - 08/31/2002</b> Paul Wade/D. Scott Bohle; Zoology - Biology of spatiotemporal nitric oxide gradients.	\$	97,967
<b>UNITED STATES NATIONAL INSTITUTES OF HEALTH - 09/15/2000 - 08/31/2002</b> Scott Boitano/D. Scott Bohle; Zoology - Biology of spatiotemporal nitric oxide gradients.	\$	188,614
<b>UNITED STATES NATIONAL PARK SERVICE - 11/01/2001 - 04/30/2002</b> Stuart Markow; Wyoming Natural Diversity Database - Rare vascular plant review and curation.	\$	5,000
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 12/08/2000 - 02/28/2003</b> Dean Roddick; Chemistry - Organometallics in superacidic media.	\$	115,000
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 08/15/2000 - 12/31/2002</b> Maciej Radosz; Chemical Engineering - Thermodynamics of fluid-solid equilibria in solutions of crystallizable aromatic-ring containing polymers.	\$	104,999
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 10/15/2001 - 09/30/2002</b> Igor Morozov/Elena Morozov/Scott Smithson; Geology - Deep seismic sounding upper-mantle data set for broad seismological monitoring.	\$	45,000
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 12/01/2001 - 11/30/2004</b> Frederico Furtado; Mathematics - Improved oil recovery through scale up for multiphase flow.	\$	32,998
<b>UNITED STATES OFFICE OF NAVAL RESEARCH - 11/10/2001 - 09/30/2004</b> William Armstrong; Mechanical Engineering - Thermal magneto-visco-elastic theory based	\$	117,500



development of high temperature polymer composite acoustic transducer materials.

<b>UNITED STATES SMALL BUSINESS ADMINISTRATION - 09/28/1999 - 12/31/2001</b>	\$	80,000
Diane Wolverton; Small Business Development Center - Outreach program.		
<b>VARIOUS SPONSORS - 06/01/1999 - Open</b>	\$	1,160
Patricia McClurg; Natural Science Program - Workshop fees for the Upper Midwest Aerospace Consortium.		
<b>VARIOUS SPONSORS - 10/01/2000 - 09/30/2001</b>	\$	770
Diane Wolverton; Small Business Development Center - Fees for workshops presented by the Small Business Development Center.		
<b>VARIOUS SPONSORS - 10/01/2001 - 09/30/2002</b>	\$	15,368
Diane Wolverton; Small Business Development Center - Fees for workshops presented by the Small Business Development Center.		
<b>VARIOUS SPONSORS - 10/01/2001 - Open</b>	\$	2,000
Kathleen Laurin; Wyoming Institute for Disabilities - Fees for advisory services.		
<b>VARIOUS SPONSORS - 10/01/1998 - Open</b>	\$	330
Keith Miller; Wyoming Institute for Disabilities - Fees for autism workshops presented by the Wyoming Institute for Disabilities.		
<b>VARIOUS SPONSORS - 07/01/1995 - Open</b>	\$	300
Keith Miller; Wyoming Institute for Disabilities - Behavioral assessment workshop fees.		
<b>WASHINGTON, UNIVERSITY OF - 09/01/2001 - 08/31/2002</b>	\$	10,800
Sylvia Moore; Medical Education and Public Health - American Indian high school recruiting.		
<b>WASHINGTON STATE UNIVERSITY - 07/01/2001 - 09/30/2003</b>	\$	7,500
Stephen Miller/Craig Alford; Plant Sciences - Managing imazamox-resistant wheat in crop rotations.		
<b>WISCONSIN, UNIVERSITY OF - 09/15/2001 - 12/14/2002</b>	\$	116,486
Mark Gomelsky; Molecular Biology - Molecular basis for metabolic and energetic diversity.		
<b>WYOMING ARTS COUNCIL - 11/09/2001 - 11/18/2001</b>	\$	2,000
Wendy Fanning; Cultural Programs - Miami String Quartet tour.		
<b>WYOMING BUSINESS COUNCIL - 10/01/2001 - 09/30/2002</b>	\$	450,000
Diane Wolverton; Small Business Development Center - Assist small business and entrepreneurs throughout Wyoming.		
<b>WYOMING COALITION AGAINST DOMESTIC VIOLENCE AND SEXUAL ASSAULT - 10/09/2001 - 09/30/2002</b>	\$	65,000
Diane Wolverton; Small Business Development Center - Assisting women business owners.		
<b>WYOMING COUNCIL FOR THE HUMANITIES - 11/16/2001 - 04/30/2002</b>	\$	7,500

Allen Trent; Educational Studies - Symposium on social justice keynote address.

**WYOMING DEPARTMENT OF EDUCATION - 09/01/1999 - 08/31/2002** \$ 7,573  
 Charles Ksir; Education Dean's Office - Teacher quality enhancement.

**WYOMING DEPARTMENT OF EDUCATION - 10/02/2001 - 09/30/2002** \$ 46,510  
 Tami Benham-Deal; Kinesiology and Health - Professional development that integrates scientifically based best practices in early literacy.

**WYOMING DEPARTMENT OF EDUCATION - 10/01/2001 - 09/30/2002** \$ 37,941  
 Carol Bryant; Natural Science Program - Social studies mentoring.

**WYOMING DEPARTMENT OF EDUCATION - 10/01/2001 - 09/30/2002** \$ 45,953  
 Carol Bryant/Ernest Duran; Natural Science Program - Math problem solving and diversity.

**WYOMING DEPARTMENT OF EDUCATION - 10/01/2001 - 09/30/2002** \$ 25,000  
 Judith Ellsworth/Peter Ellsworth; Natural Science Program - Professional development program.

**WYOMING DEPARTMENT OF EDUCATION - 10/01/2001 - 09/30/2002** \$ 37,092  
 Peter Ellsworth; Natural Science Program - Coordinate a comprehensive program for the improvement of mathematics and science education.

**WYOMING DEPARTMENT OF EDUCATION - 10/01/2001 - 09/30/2002** \$ 47,080  
 Peter Ellsworth; Natural Science Program - Foreign languages in elementary schools.

**WYOMING DEPARTMENT OF EDUCATION - 10/01/2001 - 09/30/2002** \$ 49,720  
 Margaret Hudson/Timothy Rush; Natural Science Program - Increase student literacy achievement.

**WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY - 04/26/1996 - Open** \$ 37,500  
 Charles Dolan/Chang-Yul Cha; Civil Engineering - Environmental engineering internship.

**WYOMING DEPARTMENT OF FAMILY SERVICES - 10/01/2001 - 09/30/2002** \$ 1,332,098  
 Linda Melcher; Agriculture Dean's Office - Nutrition education program.

**WYOMING DEPARTMENT OF HEALTH - 10/01/2001 - 09/30/2002** \$ 83,232  
 Robert Kelley/Jeffrey Olson/David Shavel; Center for Rural Health Research and Education - Prevention science strategy.

**WYOMING DEPARTMENT OF HEALTH - 10/01/2001 - 09/30/2002** \$ 40,000  
 Mary Alice Bruce; Counselor Education - Wyoming chemical abuse and research and education program.

**WYOMING DEPARTMENT OF HEALTH - 07/30/2001 - 06/30/2003** \$ 25,221  
 Linda Martin; Pharmacy - Educational program to reduce medication-related negative outcomes at senior centers in Wyoming.

**WYOMING DEPARTMENT OF HEALTH - 10/01/2001 - 09/30/2002** \$ 239,380  
 Charles Ksir; Psychology - Tobacco cessation and perinatal tobacco prevention.

<b>WYOMING DEPARTMENT OF HEALTH - 07/01/2001 - 06/30/2002</b>	\$	20,000
P. Michelle Armstrong; Wyoming Institute for Disabilities - Electronic data collection system for developmental disabilities.		
<b>WYOMING DEPARTMENT OF HEALTH - 07/01/2001 - 09/30/2001</b>	\$	10,000
P. Michelle Armstrong; Wyoming Institute for Disabilities - Electronic data collection system for aging.		
<b>WYOMING DEPARTMENT OF HEALTH - 07/01/2001 - 06/30/2002</b>	\$	200,000
Kenneth Heinlein; Wyoming Institute for Disabilities - Early childhood vision screening.		
<b>WYOMING DEPARTMENT OF HEALTH - 09/01/2001 - 06/30/2002</b>	\$	139,713
Kenneth Heinlein; Wyoming Institute for Disabilities - Collection of data required by the core indicators project.		
<b>WYOMING DEPARTMENT OF HEALTH - 10/01/2001 - 09/30/2002</b>	\$	40,000
Kenneth Heinlein; Wyoming Institute for Disabilities - Evaluation of the Wyoming Early Start program.		
<b>WYOMING DEPARTMENT OF HEALTH - 11/01/2001 - 09/30/2002</b>	\$	85,944
Donald Faggiani; Wyoming Statistical Analysis Center - Research, evaluation, and data services for the substance abuse division.		
<b>WYOMING DEPARTMENT OF HEALTH - 11/01/2001 - 09/30/2002</b>	\$	349,000
Donald Faggiani; Wyoming Statistical Analysis Center - Research, evaluation, and data services for the substance abuse division.		
<b>WYOMING WEED AND PEST COUNCIL - 07/01/2000 - Open</b>	\$	20,000
David Kazmer; Renewable Resources - Support for biological control position.		
<b>TOTAL - Contracts and grants approved October 18, 2001, through December 13, 2001.</b>	\$	10,963,128
TOTAL - Contracts and grants previously approved:		
07/01/01 - 08/16/01	7,122,504	
08/17/01 - 10/17/01	13,587,943	\$ <u>20,710,447</u>
<b>TOTAL - Contracts and grants approved July 1, 2001 through December 13, 2001</b>	\$	<b>31,673,575</b>

Dr. Gern spoke of some of the contracts and grants. Dr. Saunders commented on how far UW has come in research efforts at UW. The Finance Committee approved this item and moved it to the Consent Agenda.

Appointment of External Auditor

The University of Wyoming awarded the engagement for external audit services to the firm of McGee, Hearne & Paiz, LLP (formerly known as McGladrey & Pullen) as external auditors at their March 3-4, 2000 meeting, for the next four years. The engagement is subject to annual renewal based on satisfactory performance for the previous year's annual audits.

The auditors have successfully completed the FY2001 audits, and it is recommended that the Finance Committee recommend to the Board of Trustees reappointment of McGee, Hearne & Paiz, LLP to perform FY2002 audits.

Dan Baccari explained that this is an annual renewal required by the Board. The Finance Committee approved this item and moved it to the Consent Agenda.

Designation of Depositories

All Wyoming banks with either a state or federal charter and federal savings banks are designated by the Board of Deposits as depositories for public funds in accordance with statute. It is recommended that the Finance Committee recommend to the Board of Trustees approval to use the following Wyoming banks to serve the University's needs for financial services for calendar year 2002.

Financial Institution

Location

Community First National Bank	Laramie, Lusk, Sheridan
First Interstate Bank	Laramie, Cheyenne, Casper
First National Bank	Laramie
First National Bank and Trust	Powell
First National Bank in Evanston	Evanston
First National Bank of Gillette	Gillette
Jackson State Bank	Jackson
Security First Bank	Laramie
Stockgrowers State Bank	Worland

Sundance State Bank  
U.S. Bank National Association  
Wells Fargo

Sundance  
Torrington  
Rock Springs, Casper, Cheyenne

All of these financial institutions guarantee adequate security for all funds on deposit exceeding the applicable Federal Deposit Insurance Corporation limitations.

Dan Baccari spoke about the designation of depositories and explained that this item is a recommendation to use the banks listed. Members of the Board had questions about the process of selecting banks. President Dubois noted that he excludes himself from these discussions due to the fact that he sits on the board at First National Bank. The Finance Committee approved the item and moved it to the Consent Agenda.

#### Authorization for Stock Transfers

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

It is recommended that the Finance Committee recommend to the Trustees of the University of Wyoming the adoption of the following resolution:

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

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

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

Vice President Dan Baccari told the Board that this is a requirement that allows him to handle fiduciary matters, and the authorization is required to be current within the last six months. The Finance Committee approved the item and moved it to the Consent Agenda.

#### Tuition Restructuring, Fall 2003

Discussion about changing UW's tuition structure began in the 1998-1999 academic year, as prelude to the 1999 Academic Plan. Action Items 161 and 162 of the Academic Plan charge the administration with examining a conversion to a per-credit tuition-pricing system. The motivating principles underlying such a change are twofold:

- First, make UW's tuition structure more equitable for part-time students, who effectively pay more per credit under the current pricing structure.
- Second, provide incentives for students to register for courses efficiently, rather than allowing free late withdrawals, as the current system does.

In January 2001, the Trustees voted to support the principles of tuition restructure, requesting a report on the details of implementing it. At the November 2001 Board meeting, Associate Vice President Myron Allen presented that report.

The proposed changes reviewed in the report include (1) conversion from the current pricing structure to a structure in which students pay on a per-credit basis and (2) development of an educational dividend plan, in which students who pay for and complete credits earn additional charge-free credits. The report concluded that the software and process changes required for a per-credit structure can be implemented in time for Fall 2003, that the necessary changes in various types of financial aid are feasible, and that the fiscal implications for the Outreach School are manageable under the existing budgeting system. The report also recommended delaying implementation of an educational dividend plan, recognizing that there are sound reasons for pursuing the idea once the per-credit structure stabilizes.

Finally, the report recommends eliminating the MSW tuition differential and making the change to a per-credit structure in a fashion that is cost-neutral to students taking average credit loads in each of the remaining degree categories (baccalaureate, graduate, JD, PharmD). These average credit loads are approximately as follows:

<u>Degree category</u>	<u>Average credit load per semester</u>
Baccalaureate	15.0
Graduate (PhD, EdD, MS, MA, MSW)	9.5
JD	14.4
PharmD	17.1

Budget models indicate that a change in structure based on these cost-neutral points would be very nearly revenue-neutral to the institution under the change in structure. But it will be necessary to review more contemporaneous enrollment and revenue data before setting the precise per-credit rates for Fall 2003. This review will occur in the 2002-2003 academic year, in time for the Board's discussion of tuition and fees for the 2003-2004 academic year.

The decision before the Board is whether to proceed with conversion to a per-credit tuition structure for Fall 2003, based on the principles agreed upon in January 2001 and the implementation plan presented in November 2001.

The Board discussed the proposal and information provided in their packets. President Dubois said this is a good example of the lack of increases over time, and then the necessity for a large increase. There was concern voiced that this is a disadvantage for some of the harder working students, but it is a step in the right direction. The committee talked about revisiting the dividend plan by the fall of 2005, noting that there will be many questions and details to be reviewed. They also commended Associate Vice President Myron Allen for his presentation and the work that has gone into the proposal. The Finance Committee moved to proceed with the conversion to a per-credit tuition plan with a requirement that the dividend plan be addressed in fall 2005 and approved the motion with two nays.



Governor's Budget Recommendations

**University of Wyoming**  
**2003-2004 BIENNIUM STATE BUDGET REQUEST**  
**Governor's recommendations – December 2001**

1. **BUDGET REQUEST for Additional Funding** – UW has submitted the following budget requests to the Governor. All of these requests are for State General Funds.

**A. COMPENSATION. “Catch up”** – Funding of \$6.7 million annually provided during the 2000 Budget Session was sufficient to move University compensation to 85% of market levels. During the 2001 General Session, it was the Executive Branch's turn, but funding was provided so that Executive Branch employees could achieve salaries at 96.8% of 2000 market levels during FY 2002. Moreover, our Community College colleagues received over \$7.4 million per year for compensation. We've requested the amount necessary for UW to achieve that same level as the Executive Branch beginning in FY 2003. - \$15.8 M per year; \$31.6 M per biennium.

Governor's recommendation: Funded 50% of the request - \$15.8 M for the biennium; this moves the University to 90.9%, 5.9% below the executive branch.

**B. OTHER ITEMS.**

- **Utilities** – UW is joining with Executive Branch agencies in submitting a request to address the higher utilities costs the University anticipates. (\$1.3M)  
Governor's recommendation: Funded 50% of the request at \$695 K

- **Cost adjustment for support services** – The standard budget for support services for Executive Branch agencies has been cost-adjusted for inflation by the state Budget Division. UW requested a similar adjustment. (\$1.6 M.)  
Governor's recommendation: Full funding of the request

- **Statewide Public Affairs Institute** – UW supports a budget footnote for a task force (executive, legislative, university and private sector members) to work during the interim to develop a plan for a public affairs/public policy institute for consideration during the 2003 session. (\$650 K)  
Governor's recommendation: Full funding of the request

Total UW exception budget request: \$35.15 M

Total Governor's recommendation: \$18.75 M

## 2. CAPITAL CONSTRUCTION

### A. CRITICAL/DEFERRED MAINTENANCE.

- Under the current budget process and consistent with past practice, UW has requested funding for more than 30 maintenance projects, including \$5.8 M for critical maintenance projects that conform to the state's criteria for high-priority projects and \$816,200 for high-priority ADA projects.

Governor's recommendation: Full funding of the \$5.8 M for critical maintenance; recommended funding \$816 K in ADA projects out of existing UW revenues (UW permanent land fund income account)

- UW has also proposed funding major maintenance projects on a formula basis essentially identical to that for the public schools in lieu of making an annual request on a project-by-project basis.

Governor's recommendation: Supports the formula for major maintenance funding for UW and the Community Colleges

**B. NEW CONSTRUCTION. College of Health Sciences Center.** The University is completing the third phase of its planning process with the development of the Capital Facilities Plan. The highest priority is the College of Health Sciences Center, a \$16.9M project with \$3M in private donations and \$13.9M in state funding. Attached is an overview of our request for capital construction funding for a College of Health Sciences Center. Note: Legislative committees are considering ways of financing capital facilities needs for which the state has responsibility rather than paying cash from available resources.

Governor's recommendation: Supports funding this as part of a package of \$46 million in state facilities projects through bonds paid for by federal mineral royalties under the statutory "cap" of \$200 million.

## 3. OTHER

### A. COMPENSATION ISSUES.

- **"Keep up."** UW has requested to be included in any effort to keep executive branch employees at the market levels achieved last session.

Governor's recommendation: No specific recommendation for executive branch compensation adjustment.

- **Health Insurance.** UW has requested to be included in any effort to address the anticipated premium increase for state employee health insurance.

Governor's recommendation: UW included in funding recommendations to provide relief in the same manner as provided to executive branch employees; \$6.8 M to UW for health insurance.

- **Deferred Compensation.** UW has requested to be included in any effort to make permanent the \$20/month match for deferred compensation provided to executive branch employees for last session.

Governor's recommendation: Funding recommended to continue this benefit for executive branch employees. No funding contained in recommendations for UW employees. [Note: The funding recommended to UW for health insurance is large enough to fund the deferred compensation match. The Governor supports UW being authorized to use the funds for that purpose.]

**B. WYOMING BUSINESS TECHNOLOGY CENTER.** UW has completed Level II planning for the Wyoming Business Technology Center as required by a footnote to the supplemental state budget added last session. UW supports funding for this state economic development project, which is a joint economic development enterprise of the Wyoming Business Council, the City of Laramie, the Laramie Economic Development Council, and the University of Wyoming.

Governor's recommendation: \$8.4 M for the project; \$5.6M in state one-time funds to be matched with \$2.8 M in non-state funds on a 2 for 1 basis. [Note: There does not appear to be many opportunities for private fundraising for this purpose. Other alternatives for state financing are being reviewed.]

### **Capital Construction Request – Health Sciences Center (Old Biochemistry Building renovation)**

The College of Health Sciences at the University of Wyoming offers the only comprehensive educational and training program for students in Wyoming to access careers in the health professions. The college enrolled over 1,450 students in AY 2000-2001 into undergraduate and professional programs in medicine, nursing, pharmacy, social work, communication disorders, kinesiology and health, and associated health professions. In addition, students and faculty in the college conduct basic and clinical research supported by State and Federal agencies and a variety of private and corporate foundations. Graduates of the College, the second largest at UW, enjoy a 100% employment rate within 6 months of graduation.

The College of Health Sciences needs modernized and consolidated facilities:

- to accommodate the specialized professional training needs of students in the health sciences;
- to afford economies and efficiencies in staffing of these educational programs;
- to provide improved laboratory (wet and dry) facilities for teaching students and for conducting biomedical research; and
- to improve existing facilities to meet the rapidly changing requirements of accredited professional and clinical training in the health professions.

The University has developed a phased plan to accommodate the teaching, research and service functions of the College of Health Sciences. Efforts to address these needs involve renovating the Biochemistry Building, a four floor brick and cut-stone building constructed in 1913. The renovation will also permit the University to address significant deferred maintenance needs that have accumulated, including the replacement of outdated electrical and plumbing systems, repairs to masonry and plaster, replacement of a 25 year old roof, and compliance with OSHA and ADA requirements.

The plan proposes the construction of a Health Sciences Center in three phases. All projected costs are in 2002 dollars:

Phase I – Renovation of the existing Biochemistry Building to accommodate components of the School of Nursing, the WWAMI Program in Medical Education; the Division of Social Work, the Wyoming Institute for Disabilities; and the administrative offices of the Dean of the College. [42,951 gross square feet] Projected cost – \$8.91 million.

Phase II – A 3-story addition to the east side of the existing Biochemistry Building to accommodate the Division of Communication Disorders (including laboratories for audiology and speech-language pathology); the remainder of the School of Nursing functions (including the interdisciplinary clinical skills learning facility); the remainder of the Division of Social Work;

computer classrooms; instructional classrooms; and the Center for Rural Health Research and Education. [12,607 GSF] Projected cost – \$3.64 million.

Phase III – A 3-story addition to the existing Biochemistry Building that will link with a 5-story addition to the west end of the Pharmacy Building to accommodate clinical services, offices, and patient areas for the Division of Communication Disorders and the Wyoming Institute for Disabilities; a large, shared lecture hall/classroom; the nursing research center; and office and laboratory space for the Schools of Nursing and Pharmacy and the Division of Communication Disorders. [15,572 GSF] Projected cost – \$4.43 million.

Legislative Request: The sum of all three phases of the proposed Biochemistry renovation (in 2002) dollars is \$16,984,000. A private gift of \$3 million from Roy and Fay Whitney in 1999 will offset some costs of the total project. Since the gift will be paid over a seven to ten year period, the gift proceeds will be applied to Phase III.

President Dubois commented that the original budget request had been modified by the Governor, noting he had funded 50% of UW's salary request. He discussed the meetings that he participated in the previous week with the Capital Construction Committee. Vice President Rick Miller provided additional details on the budget request for the Board. President Dubois noted that Bill Gern and Rick Miller had appeared before the Joint Appropriations Committee on Wednesday to discuss capital improvements.

Faculty Senate Resolution 293 and Staff Senate Resolution 187 re: Health Insurance

**SENATE RESOLUTION 293**

**INTRODUCED BY  
BUDGET PLANNING COMMITTEE**

**A RESOLUTION CONCERNING  
INSURANCE PREMIUM INCREASES**

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**WHEREAS**, insurance premiums are expected to increase approximately 38% effective January 1, 2002, and

**WHEREAS**, many University employees are already burdened as a result of increased deductibles and rising medical care costs experienced since the last salary increases, and

**WHEREAS**, the increase in the cost of premiums could amount to as much as \$75 per month for single-person coverage, and

**WHEREAS**, \$75.00 per month could be a tremendous hardship to bear, considering that wages and salaries are currently below market averages, and

**WHEREAS**, President Dubois, at the September 12, 2001, Staff Senate meeting, expressed his intentions to request dollars to fund the increase in insurance premiums in the new biennium starting July 1, 2002, and

**WHEREAS**, the cost of six months of the premium increase will fall on employees unless an alternative solution is found, and

**WHEREAS**, several revenue sources may be available to address cash-flow issues,

**THEREFORE BE IT RESOLVED** that the Faculty Senate recommends the use of University funding sources to offset increased insurance costs for the period of January 1, 2002 through June 30, 2002. This cash-flow problem should not be the financial burden of the University employees.

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

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

STAFF SENATE  
University of Wyoming

Resolution No. 187

Sponsored by the Compensation Committee

A RESOLUTION CONCERNING INSURANCE PREMIUM INCREASES

WHEREAS, insurance premiums are expected to increase approximately 38%, effective January 1, 2002; and

WHEREAS, many staff are already struggling as a result of increased deductibles and rising medical care costs experienced since the last salary increases; and

WHEREAS, the increase in the cost of premiums could amount to as much as \$75.00 per month for single-person coverage; and

WHEREAS, \$75.00 per month could be a tremendous hardship to bear, considering that almost half of staff earn \$25,000 or less, with half of those earning \$20,000 or less; and

WHEREAS, President Dubois, at the September 12, 2001 Staff Senate meeting, expressed his intentions to request dollars to fund the increase in insurance premiums in the new biennium starting July 1, 2002; and

WHEREAS, the cost of six months of the premium increase will fall on employees unless an alternative solution is found; and

WHEREAS, each biennium President Dubois solicits recommendations for the use of unexpended employer paid benefits;

THEREFORE BE IT RESOLVED that Staff Senate recommends the use of unexpended employer paid benefits as a primary source, and other non-salary sources as needed, to offset increased insurance costs for the period of January 1, 2002, through June 30, 2002.

President Dubois advised the Board that he had put the two resolutions in the Report to keep the Board updated on the concern with the increases in health insurance. The Governor's budget does include funding to assist employees, but it is not effective until July 1. The President reviewed the reserve balances and said they are below where they should be and he is

not comfortable with spending the money for insurance premium relief. His hope is that the legislature will hear from people regarding the insurance.

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

Annually, the Finance Committee and the Trustees approve requests for changes and additions to authorized fees, charges, refunds and deposits. The proposed changes address tuition, mandatory fees, university fees, charges and deposits. Additionally the *Fee Book* lists charges for Auxiliary Enterprise operations including residence hall room and board rates, apartment rental rates and other miscellaneous fees and charges.

**Tuition Adjustment**

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

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



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

The following article documents average tuition increases at other public and private institutions:





### **Changes in Mandatory Fees**

The mandatory fees supporting various programs and activities have been increased to reflect costs that must be absorbed within these budgets. The primary increase to these fees is linked to the anticipated salary and benefit adjustments that have been proposed for the 2003-04 biennium. While the final appropriation for salary and benefit adjustments will not be known until the close of the legislative session, the units supported by mandatory fees have adjusted their fee recommendations to provide the additional dollars necessary to adjust salaries by approximately seven percent (7%) and fund an additional employer health contribution of \$1,269 for each benefited employee for Fiscal Year 2003. The following table reflects the proposed changes in mandatory fees:

<b>Mandatory Fees</b> Academic Year, full-time students, per semester	FY 2001	FY 2002	FY 2003	% change FY 2002 to FY 2003
Student Health Services	55.00	60.00	64.00	6.6
Intercollegiate Athletics	22.25	22.25	50.00	124.7
Wyoming Union	53.00	75.00	81.50	8.6
Student Publications	9.25	9.25	9.25	
ASUW –	25.00	28.00	28.00	
Career Services		3.50	3.75	7.1
Recreation Programs	16.00	21.00	26.00	23.8
General Access Computer	20.00	20.00	20.00	
Recycling (ASUW)	1.10	1.10	1.10	
Wellness (ASUW)	3.00	3.00	3.50	16.6
Music/Theater/Cultural Productions			2.50	
Student Exchange/Study Abroad		2.50	2.75	10.0
<b>Total Mandatory Fee</b>	<b>204.60</b>	<b>245.60</b>	<b>292.35</b>	<b>19.0</b>

### **Changes in Auxiliary Enterprise Charges and Other Fees**

The increases for residence hall rates (room and board) and apartment rental rates are also based upon the same salary and benefit assumptions used to adjust the mandatory fees.

Additionally, projected utility costs for the residence halls and apartments have been factored into the rate adjustments. Salaries and utility costs represent the major cost components for the residence hall and apartments. While natural gas prices have decreased this year, the base-line utility budgets for the housing units were not adjusted to reflect current rates. The resulting cost projection for next year, while smaller than the rates experienced this year, still means that the overall utility budget will increase by approximately 33% over the current budget level. Similarly, it is expected that the university will be unable to secure another long-term electrical contract with Pacific Power resulting in electrical rates rising to the current tariff rate approved for Pacific Power. This increase will likely result in electrical rate increases of 23%. The following table reflects the changes in residence hall rates and apartment rental rates for next fiscal year:

Residence Hall Room Charges Academic Year, excludes semester break	FY 2002	FY 2003	% change
Double Occupancy Room	2,012.00	2,153.00	7.0
Single Occupancy, Hill/Crane	3,018.00	3,214.00	6.4
Single Occupancy Room, Washakie Halls	3,018.00	3,230.00	7.0

Apartment Rental Rates, Student Per month	FY 2002	FY 2003	% change
One Story Complex (Summit View)			
One bedroom	358.00	390.00	8.9
Two bedroom	446.00	486.00	8.9
Landmark Village	466.00	508.00	9.0
River Village			
Two bedroom	556.00	606.00	8.9
Three bedroom	626.00	682.00	8.9
1111 Lewis Street (Laramie Peak)			
One bedroom	457.00	498.00	8.9
Two bedroom	594.00	647.00	8.9
Spanish Walk, one bedroom	418.00	456.00	8.9
1107 Lewis (per person for 5 residents)	312.00	332.00	6.4
1220 Bradley Street, two bedroom	709.00	773.00	9.0

Board Charges, Academic Year Fall and Spring semesters, excluding Thanksgiving, Christmas, Spring and Easter breaks	FY 2002	FY 2003	% change
Unlimited access plan *	2,732.00	2,895.00	5.9
Any 15 access plan *	2,380.00	2,522.00	5.9
Any 12 access plan *	2,248.00	2,382.00	5.9
Any 9 access plan	1,774.00	1,880.00	5.9
Any 7 access plan	1,432.00	1,517.00	5.9
Any 5 access plan	1,072.00	1,136.00	5.9
Any 3 access plan	670.00	710.00	5.9
Lunch only, 5 per week	874.00	926.00	5.9

Another large change in assessed fees (highlighted in the following table) is the increase for recreation facility access. This increase represents the first year of a three-year plan to have the recreation program fully supported by user fees. Approximately \$85,000 of the additional revenue generated from the proposed fee increase will offset a like amount of general fund support that will be available for reallocation to other university priorities. The plan to move the recreation program to a self-sustaining basis was approved last fiscal year with the implementation of the “plus” budget recommendations.

Recreation Facility Access Fees	FY 2002	FY 2003	% change
Facility Access			
UW employees, UW appointees, and spouses (includes towel service)			
Per semester	37.50	47.00	25.3
Annual fee (payable in Aug/Sept and January only)	75.00	94.00	25.3
Dependent children of UW employees, students, and UW appointees (19 years and younger, not having graduated from high school)			
Per semester	7.50	15.00	100.0
Per year	15.00	30.00	100.0
UW Cooperating Agencies and spouses			
Per semester	43.00	54.00	25.5
Annual fee (payable in Aug/Sept and January only)	76.00	108.00	42.1
UW Cooperating Agency dependents			
Per semester	7.50	30.00	300.0
Annual fee	15.00	60.00	300.0
Part-time student, per semester	21.00	26.00	23.8
Student spouse, per semester	21.00	47.00	123.8
Corbett pool, community access, per day	2.00	2.00	0.0
Corbett pool, community access, per month	30.00	30.00	0.0
Facility Access Pass			
Replacement, lost or stolen pass	10.00	10.00	0.0
Daily Guest pass (purchased with UW Campus Express Card)	2.00	4.00	100.0
Multiple day punch pass, per day	2.00	4.00	100.0

Changes in the fee structure and ticket rates for music, theater and cultural productions should also be highlighted. First, within the mandatory fees discussed above there is a new fee for students in the amount of \$2.50 per semester to support music, theater and cultural programs. This mandatory fee has previously been authorized for summer session and will now be assessed during the academic year to provide additional support for these activities. Coupled with the student fee, it is recommended that ticket prices for theater productions be increased, as outlined below, to help offset the increased costs for providing these events.

Theater Productions	FY 2002	FY 2003	% change
Regular events			
Adults	9.00	11.00	22.2
Children	6.00	8.00	33.3
Seniors	7.00	9.00	28.6
Special Events, Musical and Ballet			
Adults	11.00	13.00	18.2
Children	8.00	10.00	25.0
UW students (with UW ID)	5.00	5.00	0.0
Seniors	9.00	11.00	22.2
Season Pass, Adult	42.00	52.00	23.8
Season Pass, Senior	32.00	42.00	31.2

The proposed changes in tuition, fees and auxiliary service charges are presented as an information item for the January meeting. Final approval of the *Fee Book* is scheduled for the March meeting when the outcome of the salary and benefit request is known. Pending this outcome it may be necessary to adjust fee requests should the present salary and benefit recommendations before the legislature be significantly changed – either up or down.

President Dubois advised the Board that he was not going to ask them to approve the entire Fee Book at this meeting; rather, he needed approval for the golf course fees only. The administration will wait until after the State Legislature concludes to discuss fee adjustments. Associate Vice President Phill Harris talked about the proposed increases in tuition and mandatory fees, the recreation facility access fees, and changes in residence halls and student housing rates.

Beth McCuskey, director of Housing, was at the meeting to share the process by which the students will be notified of the increases. She said a meeting was scheduled in two weeks to talk to tenants about the new rates and explain how they base the housing budget. Members of the Board commented that they have received feedback from students and their parents regarding housing.



President Dubois spoke to the Board about the increase at the golf course. The additional revenues will be utilized to update the facilities and improve the irrigation system at the course. The Finance Committee moved to approve the proposed golf course fees with the provision that a family maximum rate be included. The item was placed on the Consent Agenda.

Internal Audit Activity Conducted in Accordance with the Audit Plan for the Period October 1, 2001 - December 31, 2001

The following audits and related activities have been completed:

1. The comprehensive audit of NCAA compliance for fiscal year 1999-2000 has been completed. The following areas were included in the audit for fiscal year 1999-2000: Representatives of Athletics Interests, Complimentary Admissions, Extra Benefits, Employment, and Playing and Practice Seasons. This is the fourth audit in a series of five annual audits that will cover all NCAA compliance areas. The text of the audit report is found in the Trustees' Report on page under the Athletic Committee Information Items.
2. 4-H The Wyoming State 4-H Foundation has been audited for the year ending September 30, 2001. The text of the audit report is on the following pages.
3. Van Jacobson and Jim Byram were members of the committee charged with producing an authorized signature policy recommendation that outlines the signature requirements for documents that authorize payments to vendors and for processing internal budget movements.

The following audits and related activities are in process:

1. The comprehensive audit of NCAA compliance for fiscal year 2000-2001 has been started. The following areas were included in the audit for fiscal year 2000-2001: Camps and Clinics, Coaching Staff Limits and Contracts, Rules Education Program, Violation Reports, Certification of Compliance, and Graduation-Rates Disclosure. This is the fifth audit in a series of five annual audits that will cover all NCAA compliance areas.
2. The Cashier's Office working fund is being audited as of December 11, 2001.
3. Van Jacobson and Jim Byram have been participating in the implementation of the PeopleSoft Financial Management System, Asset 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 audit report was issued in April 1996. The audit recommendations will be fully implemented by March of 2002.
2. The Child Care Center audit report was issued in June of 2000. The audit recommendations will be fully implemented in July of 2003 when the deficit of \$70,629 has been completely eliminated. This will be accomplished in three annual installments beginning in July of 2001. A July 2001 cash transfer of \$23,543 reduced the deficit to \$47,086.
3. The endowment and scholarship reporting process audit report was issued in January of 2001. Audit recommendations from that report will be implemented at the beginning of fiscal year 2002-03.

**WYOMING STATE 4-H FOUNDATION**

# UNIVERSITY OF WYOMING

Internal Auditor  
P.O. Box 3314 • Room 415, Old Main • Laramie, WY 82071-3314  
(307) 766-2385 • e-mail: vanj@uwyo.edu

November 21, 2001

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

I have completed a limited examination of the Wyoming State 4-H Foundation (Foundation) for the year ending September 30, 2001. The limited examination involved only those funds generated by Foundation activities, exclusive of any State of Wyoming funds. This report is for your information and should not be distributed to anyone that is not a member of the Foundation's management or the management of the University of Wyoming. No material exceptions were noted during the limited examination. The following section outlines the limited examination procedures that were performed and the types of audit procedures that were not performed.

## **Limited Examination Procedures**

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

### **1. ASSETS**

The limited examination of assets totaling \$1,266,771 consisted of the following procedures:

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

### **2. LIABILITIES**

The limited examination of the liability for custodian funds (investments for outside investors) totaling \$68,158 consisted of confirming balances at year-end.

### 3. CASH RECEIPTS

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

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

### 4. CASH DISBURSEMENTS

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

### 5. INTEREST DISTRIBUTION

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

### 6. MANAGEMENT FEE

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

### **Procedures Not Performed**

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

- a. The limited examination did not include a review of the system of internal control. The objectives of an internal control structure are to provide management with a reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization, and recorded properly to permit the preparation of financial statements.
- b. The limited examination did not attempt to evaluate whether the financial statements presented fairly, in all material respects, the financial position of the Foundation as of September 30, 2001 and the changes in its fund balances and its revenues and expenditures for the year then ended in conformity with generally accepted accounting principles.

Van Jacobson  
Internal Auditor

Copy: Frank Galey, Dean  
College of Agriculture

Glen Whipple, Director  
Cooperative Extension Service

Fred Schlutt, Executive Director  
Wyoming State 4-H Foundation

Steven Mack, Accountant  
Wyoming State 4-H Foundation

## PERSONNEL COMMITTEE

The Personnel Committee of the Board of Trustees had a briefing on Thursday, January 10, and met with the full Board on Friday, January 11, 2002. The following members were present: Trustees Taylor Haynes, Chair; Kathy Hunt, and Judy Richards.

The Committee moved for approval of the item noted in the Report, including the addendum of three appointments for intercollegiate athletics personnel. The motion carried, with the items being placed on the Consent Agenda.

## APPOINTMENTS

### 1. Faculty College of Education

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Dept. of Elementary/Early Childhood Education</i> <b>Parkinson, Debra D.</b>	Assistant Professor	\$46,992/AY	01/22/2002 to 06/30/2002

### 2. Staff Intercollegiate Athletics

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Basketball</i> <b>McClain, Steven James</b>	Head Men's Coach	\$134,004/AY	07/01/2002 to 04/30/2009
<i>Golf</i> <b>Jensen, Floyd Joseph</b>	Head Golf Coach	\$69,144/AY	01/02/2002 to Continuing
<i>Volleyball</i> <b>Barnes, James</b>	Head Volleyball Coach	\$70,000/AY	01/01/2002 to 12/31/2004

## **GLOSSARY OF PERSONNEL TERMS**

### **Academic Professional**

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

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

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

### **Adjunct or Clinical Faculty**

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

### **Archive Faculty**

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

### **Assistant Professor**

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

### **Associate Professor**

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

### **Development Leave**

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

### **Emeritus Faculty**

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

### **Extended-Term Appointment**

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

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

### **Extension Educator**

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

### **Faculty**

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

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

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

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

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

### **Instructor**

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

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

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

### **Lecturer**

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

### **Library Faculty**

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

### **Part-Time Employee**

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

### **Post-Doctoral Research**

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

### **Probationary Employee**

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



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

### **Professor**

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

### **Research Professor**

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

### **Research Scientist**

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

### **Review Year**

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

### **Sabbatical Leave**

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

### **Temporary Appointment**

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

### **Tenure-Track Appointment**

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

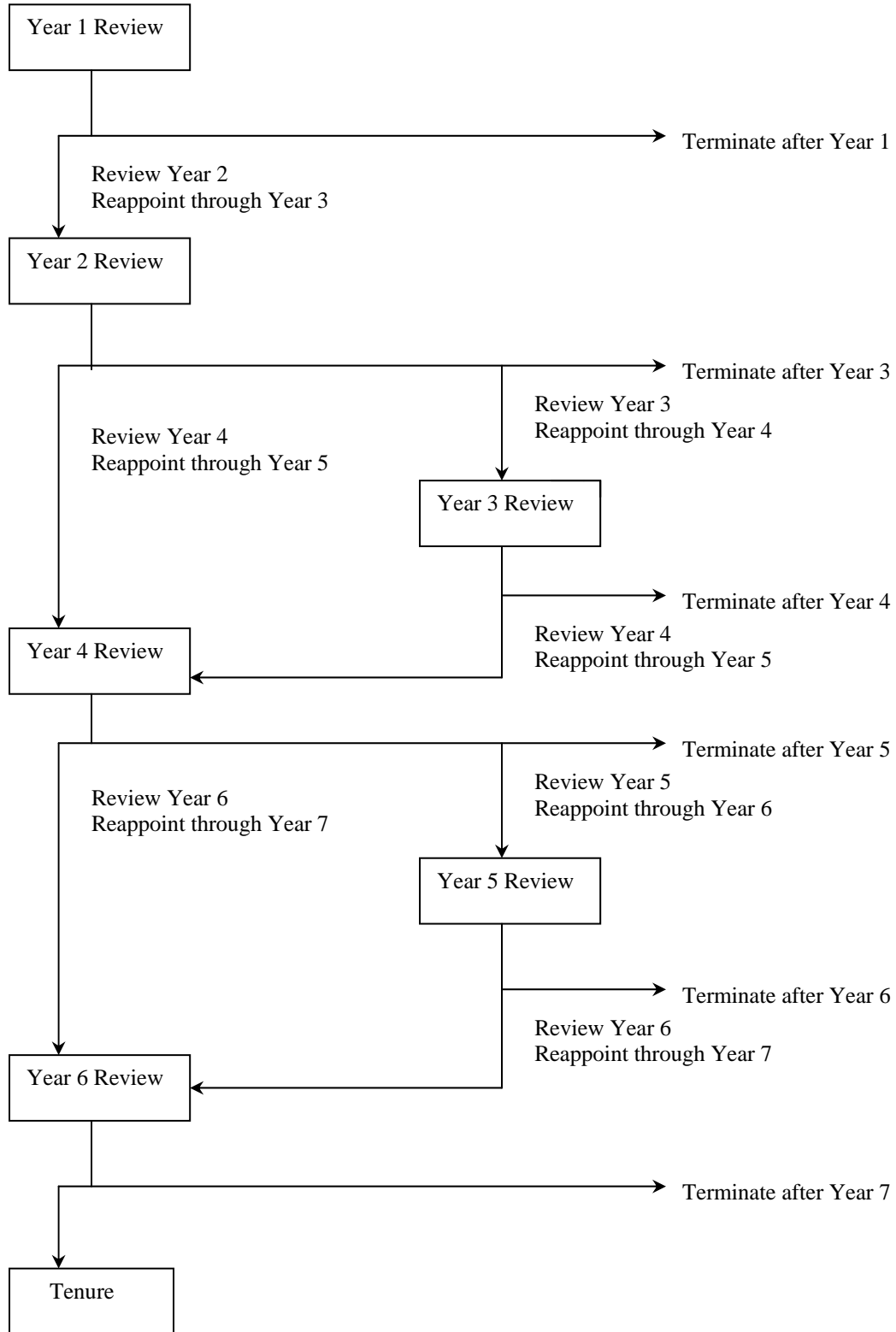
### **Terminal Degree**

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

### **Visiting Appointment**

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

### FLOW CHART FOR FACULTY REAPPOINTMENTS





## **PHYSICAL PLANT AND EQUIPMENT COMMITTEE**

The Physical Plant and Equipment met on Thursday, January 10 for a briefing and on Friday, January 11 with the full Board. The following were present: Trustees John Patrick, Chair; Taylor Haynes, Pete Jorgensen, Jim Neiman, and Hank True. The following items were discussed, with none being placed on the Consent Agenda.

### Approval of Guaranteed Maximum Price for Washakie Project

The agreement with Kloefkorn-Ballard (KB) has been completed. The notice-to-proceed was issued November 30, 2001. KB has reviewed the construction documents completed to date and made several suggestions related to some of the materials used within the building.

KB has also begun promoting the project with subcontractors that may be interested in the project, and advised the Facilities Planning Office that there is a high level of interest from the subcontracting firms within the state. There also appears to be a decline in the level of construction on the Front Range, suggesting we may receive more competitive bids for sub-contracted work.

The architect, Malone Belton Abel, will have the final plans available December 14, 2001. KB will begin soliciting subcontract estimates for the project after that date with the intention of having knowledge of the subcontracts by January 8, 2002. The maximum-guaranteed price (GMP) is scheduled for delivery at the University on or before January 10, 2002.

The University and the architect will analyze the GMP with KB. A recommendation to the University administration and the Board of Trustees will be made as soon as practical for authority to proceed with the project.

Dan Baccari spoke to the Board about the item and said that UW had hoped to have information available for the Guaranteed Maximum Price (GMP) on Washakie. Kloefkorn-Ballard has prepared the proposal, but a significant delay at the printer made it impossible for them to provide it in time for the Board meeting. UW will receive the information in about two weeks, and then a conference call with the Board will be scheduled to meet and approve the GMP. Packets will be mailed to all members of the Board prior to the call.

### 22<sup>nd</sup> and Grand Update

President Dubois asked Dan Baccari to report on the conversations that have been ongoing with Wheeler Commercial. Mr. Baccari and President Dubois met with Wheeler personnel just before the holidays and they are moving ahead with their negotiations. The Board was advised that they will need to decide if they want to extend the development contract for Wheeler at the March meeting. Another matter discussed was the land lease and Wheeler's concern that it be simplified. President Dubois will be meeting with a donor in the next 90 days, and hopes to have a firm commitment on support of the project.

### Change Orders and Progress Reports

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

### PROJECTS IN CONSTRUCTION

#### 1. Powell Extension Office

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

	Total	Design	Construction	Contingency	Administration
Budget	\$ 283,674.00	\$ 24,600.00	\$ 236,360.00	\$ 11,357.00	\$ 11,357.00
Expended	\$ 281,704.69	\$ 20,910.00	\$ 236,199.50	\$ 11,339.00	\$ 13,256.19
Obligated	\$ 795.00	\$ -	\$ -	\$ -	\$ 795.00
Un-obligated	\$ 1,174.31	\$ 3,690.00	\$ 160.50	\$ 18.00	\$ (2,694.19)

Remarks: Currently work is being completed on the telephone and data-line installation.

2. Rochelle Athletic Center

Contractor: Spiegelberg Lumber and Building Company, Inc.  
 Bid Price: \$6,618,200.00  
 Original Completion Date: 15 June 2001  
 Contract Substantial Completion Date: 14 July 2001  
 Actual Completion Date: 6 September 2001

	Total	Design	Construction	Contingency	Administration	Misc
Budget	\$8,537,813.00	\$ 573,995.00	\$ 7,195,162.00	\$ 378,041.00	\$ 297,042.00	\$ 93,573.00
Expended	\$8,474,342.89	\$ 561,919.80	\$ 7,104,585.00	\$ 577,280.73	\$ 143,183.31	\$ 87,374.05
Obligated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Un-obligated	\$ 63,470.11	\$ 12,075.20	\$ 90,577.00	\$ (199,239.73)	\$ 153,858.69	\$ 6,198.95

Remarks: Expected completion of punch-list items and other miscellaneous installations should be completed by 15 January 2002. Additional Change Order items address lighting for external RAC sign and Hot Water System modifications.

3. Mary Mead Addition to the Hansen Livestock Teaching Arena

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

Pre-engineered Metal Building Materials Supplies: Westates Construction Co.

Bid Price: \$66,000.00  
 Original Completion Date: 6 January 2001 (75 days from date of UW Purchase Order)  
 Substantial Completion Date: February 2001 (75 days from date of UW Purchase Order)

Grandstands – Materials and Installation Contractor: Southern Bleacher Construction Company

Bid Price: \$132,800.00  
 Original Completion Date: 12 April 2001  
 Substantial Completion Date: 4 May 2001

	Total	Design	Construction	Contingency	Administration
Budget	\$ 821,400.00	\$ 40,000.00	\$ 754,400.00	\$ 16,000.00	\$ 11,000.00
Expended	\$ 820,634.10	\$ 40,000.00	\$ 754,400.00	\$ 17,524.00	\$ 8,710.10
Obligated	\$ -	\$ -	\$ -	\$ -	\$ -
Un-obligated	\$ 765.90	\$ -	\$ -	\$ (1,524.00)	\$ 2,289.90

Remarks: Fire alarm test is to be completed prior to 26 December 2001. Facilities Planning Office is waiting for all warranty and other documentation to arrive.

4. Studio Addition for Fine Arts Building

Contractor: Spiegelberg Lumber and Building Company, Inc.  
 Bid Price: \$972,300.00  
 Original Completion Date: 27 June 2000  
 Contract Substantial Completion Date: 17 July 2000

	Total	Design	Construction	Contingency	Administration	Equipment	Misc
Budget	\$ 1,710,280.84	\$ 84,000.00	\$ 1,008,149.43	\$ 121,886.41	\$ 32,415.00	\$ 452,000.00	\$ 11,830.00
Expended	1,636,144.52	\$ 88,215.00	\$ 1,002,149.43	\$ 60,310.14	\$ 25,402.54	\$ 454,442.26	\$ 5,625.15
Obligated	\$ 6,000.00	\$ -	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -
Un-obligated	\$ 68,136.32	\$ (4,215.00)	\$ -	\$ 61,576.27	\$ 7,012.46	\$ (2,442.26)	\$ 6,204.85

Remarks: The only punch list item not corrected is a projection screen that wrinkles when rolled up. Arrangements are being made to view an existing usable screen at another location.

5. Wyoming Student Union Renovation and Additions

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

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

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

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

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

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

Phases 1 through 3 Original Completion Dates: Phase 1 – 14 May 2001  
 Phase 2 – 14 December 2001  
 Phase 3 – 22 May 2002

Phases 1 through 3 Contract Substantial Completion Dates: Phase 1 – 30 May 2001  
 Phase 2 – 2 February 2002  
 Phase 3 – 21 June 2002

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

Remarks: 90% of the gypsum board for Phase II is in place, and finish work has begun. The exterior of the east and west additions is complete. A completion date of 4 February 2002 is expected for the Bookstore area. The new food court area is painted and the ceiling grid is in place.

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

Rochelle Athletics Center

Change Order No 24

Item 1 Plaster ceiling (not to exceed \$20,000.00)	Add:	19,726.00
Item 2 Change sprinkler heads	Add:	1,085.00
Item 3 Add plywood for telephone backing	Add:	285.00
		\$21,096.00
<u>Total Change Order No. 24</u>	ADD:	

Change Order No 25

Item 1 Single Score CMU: owner calculations	Add:	3,722.00
Item 2 Data to east portals	Add:	1,169.00
Item 3 Additional steel labor costs (revised)	Add:	593.00
Item 4 Misc. lobby wood and b.m. trim details	Add:	472.00
		\$5,956.00
<u>Total Change Order No. 25</u>	ADD:	



Change Order No 26

Item 1	B.M. in V101 at base (revised per 10/11/01 letter)	Add:	396.00
Item 2	Add'l cove base and VCT in service elevator	Add:	686.00
Item 3	S.S. piping covers in shower 108D	Add:	433.00

Total Change Order No. 26      ADD:      \$1,515.00

Change Order No 27

Item 1	Railing not installer per 10/30/01 walk-thru	Add:	(176.00)
Item 2	Deduct for oil paint	Add:	(1,043.00)
Item 3	Time Clocks	Add:	917.00
Item 4	Remove east light pole	Add:	\$858.00

Total Change Order No. 27      ADD:      \$556.00

Change Order No 28

Item 1	Revised HOF casework	Add:	34,488.00
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Total Change Order No. 28      ADD:      \$34,488.00

Change Order No 29

Item 1	HOF lighting	Add:	21,688.00
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Total Change Order No. 29      ADD:      \$21,688.00

Statement of Contract Amount

Original contract Amount	\$6,618,200.00
Total Change Orders 1-29	<u>+576,962.00</u>
Adjusted Contract Price	\$7,195,162.00

Wyoming Union Additions and Renovations

Change Order No. 17

Item 1	Ceiling modifications in corridor C203	Add:	4,773.00
Item 2	Library Dock rework	Add:	12,633.00
Item 3	Steam valve replacement at steam tunnel	Add:	7,877.00
Item 4	Family Toilet 208B	Add:	933.00
Item 5	Misc. flooring – stair 11 platform and star 1 landing	Add:	960.00
Item 6	Misc. elec – 221/223 Dimmer, tele/data	Add:	10,641.00
Item 7	Spray fireproofing	Add:	1,350.00
Item 8	Temp. power CJ cooler and freezer	Add:	865.00
Item 9	Abatement south wing	Add:	648.00
Item 10	Abatement of Mech. 008	Add:	1,200.00
Item 11	Student Publications 326 – replace receptacles	Add:	540.00
Item 12	Reconnect power to ex. North elevator for movers	Add:	1,144.00
Item 13	Historical Kiosk lights	Add:	811.00
Item 14	Correction for flooring for storage 217	Add:	168.00
Item 15	Additional Epoxy Terrazzo samples	Add:	715.00

Total Change Order No. 17      ADD:      \$45,258.00

Change Order No. 18

Item 1	Revised soffit work	Add:	1,114.00
Item 2	Mech. Work at AHU-B	Add:	1,019.00
Item 3	East entry roof canopy and stone column	Add:	1,791.00
Item 4	CJ's storage ceiling	Add:	1,179.00
Item 5	Repairs underfloor drain piping	Add:	374.00
Item 6	Additional mechanical work	Add:	7,593.00
Item 7	Misc. Electrical work	Add:	1,886.00
Item 8	Joint sealant fro precast copings	Add:	1,512.00
Item 9	Electrical work	Add:	18,059.00
Item 10	Elev. Casing slurry fill	Add:	1,342.00
Item 11	Structural modifications	Add:	1,554.00
Item 12	Restroom layout changes	Add:	1,239.00
Item 13	Additional Phase 1 Firestopping	Add:	2,505.00
Item 14	Art Gallery Maple Base	Add:	697.00
Item 15	AHU-8 Temporary tenting	Add:	1,462.00
Item 16	Misc. plumbing and elec.	Add:	1,365.00
Item 17	Aggregate backfill at North Elevator	Add:	812.00
Item 18	Food court sink revised locations	Add:	370.00
Item 19	Food Court return air revision	Add:	<u>238.00</u>

Total Change Order No. 18    ADD:    \$46,822.00

Change Order No. 19

Item 1	Alum signage mounting	Add:	(300.00)
Item 2	Misc. wood trim and base cover	Add:	2,421.00
Item 3	Revisions to Corridor C110	Add:	2,514.00
Item 4	Bookstore 118 floor	Add:	2,469.00
Item 5	Mech – Firedampers at 1970 bldg	Add:	19,389.00

Total Change Order No. 19    ADD:    \$26,493.00

Statement of Contract Amount

Original contract Amount	\$9,318,600.00
Total Change Orders 1-19	<u>+ 759,855.00</u>
Adjusted Contract Price	\$10,078,455.00

### Golf Course Feasibility Study

President Dubois wrote to the Laramie Country Club after receiving the feasibility study, and will share a copy of that letter with the Board. The letter addressed UW's concern that the initial draft contained inaccuracies regarding local data. The Laramie Country Club received a copy of the report, and after reviewing it, removed themselves from further participation in the project. Joe Jensen, golf coach, will be traveling with President Dubois on development/donor visits in Phoenix to talk about the potential for improving the course and land sales.

### University Land Holdings

A compilation of University land holdings was provided for the Board's information. After looking at it, members of the Board expressed their concerns that they would be unable to determine what should or should not be sold, and Dan Baccari suggested that the committee have a briefing in March to discuss the matter in detail.

## **INVESTMENT COMMITTEE**

The Investment Committee met on Friday, January 11, 2002. Trustees Ron McCue, Chair; Jim Neiman and Jerry Saunders were in attendance. There were no items placed on the Consent Agenda.

### 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 on the next page.

UNIVERSITY OF WYOMING  
 FIXED INCOME INVESTMENTS  
 SUMMARY FOR THE PERIOD  
 10/1/01 - 12/31/01

	University Managed	
	Endowment Funds	University Funds
Beginning Balance 9\30\01	<u>334,385.33</u>	<u>79,373,289.47</u>
Ending Balance 12\31\01	<u>412,643.13</u>	<u>133,094,599.39</u>
Average Return	<u>3.86%</u>	<u>3.31%</u>

UNIVERSITY OF WYOMING  
 UNIVERSITY MANAGED ENDOWMENT FUNDS  
 SUMMARY FOR THE PERIOD  
 10/1/01 - 12/31/01

Investments, Beginning of Period		334,385.33
Add		
Received, Current Period	78,257.80	
Uninvested, Prior Period	0.00	
Deduct		
Uninvested, End of Period	<u>0.00</u>	78,257.80
Deduct		
Endowments Refunded	0.00	
Transfers to External Managers	<u>0.00</u>	<u>0.00</u>
Investments, End of Period		<u>412,643.13</u>

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.

Trustee McCue talked briefly about the quarterly report, and noted that the market is slowly increasing. He again reminded the Board that the Investment Committee will be holding their semi-annual meeting in Denver in February, and that Board members are invited and welcome to attend.



## **ATHLETIC COMMITTEE**

The Athletic Committee met on Friday, January 11, 2002 with the following in attendance: Trustees Jerry Saunders, Chair; Taylor Haynes, Ron McCue, Jim Neiman, and Greg Schaefer.



**NCAA COMPLIANCE AUDIT**

UNIVERSITY  
OF WYOMING

Internal Audit

P.O. Box 3314  
Laramie, Wyoming 82071-3314  
(307) 766-2385

December 13, 2001

To the Athletic Planning Committee of the  
University of Wyoming

We have completed an audit of the NCAA compliance in the area of Representatives of Athletics Interests, Complimentary Admissions, Extra Benefits, Employment, and Playing and Practice Seasons for the 1999-00 academic year. This is the fourth audit in a series of five annual audits that will cover all NCAA compliance areas. Recruiting was audited for the 1998-99 academic year. The audit recommendations from the recruiting audit have all been implemented. The next audit will be in the areas of Camps and Clinics, Coaching Staff Limits and Contracts, Rules Education Program, Certification of Compliance, and Graduation-Rates Disclosure. The following are the observations, recommendations, and Athletic Department responses that resulted from the audit of Representatives of Athletics Interests, Complimentary Admissions, Extra Benefits, Employment, and Playing and Practice Seasons for the 1999-00 academic year.

**Employment**

1. STUDENT- ATHLETE DID NOT SPEND ONE ACADEMIC YEAR ON CAMPUS PRIOR TO WORKING

**Background**

NCAA Bylaw 15.2.6 states that the institution must include earnings from the student-athlete's employment during the semester in determining whether their full grant-in-aid has been reached. One of the exceptions to this requirement is listed in 15.2.6.1 (a) which is that the student-athlete has spent one academic year in residence at the certifying institution.

### Observation

One student-athlete was receiving full grant-in-aid at the time she was employed and her employment started prior to her having spent the one year in residency as required to obtain an exception. Her earnings of \$128 caused her to exceed the full grant-in-aid by that amount.

### Recommendation

This apparent rules violation should be reviewed in accordance with the University of Wyoming Compliance Policies and Philosophies by the group consisting of the Compliance Coordinator, Director of Athletics, Faculty Athletics Representative, and General Counsel, to determine if a violation has occurred. The results of the determination should be forwarded to the Internal Audit office.

### Response

We reviewed the issue with group noted above and concluded that a violation did occur. We reported the violation to the NCAA on July 10, 2001. On July 19, 2001 a representative from the NCAA called to inform us that the self-report had been accepted and the eligibility of the student-athlete had been restored. A written response from the NCAA is forthcoming.

## 2. INVOLVEMENT OF APPROPRIATE UNIVERSITY ADMINISTRATIVE OFFICES

### Background

Student-Athlete employment policies and procedures indicate the appropriate University offices to be involved in monitoring on-campus employment of student-athletes, including employment within the athletic department.

### Observation

The University Payroll Office was used on occasion to verify the earnings of a student-athlete, however, it is possible that earnings of student-athletes may go undetected simply because the student-athlete forgets to inform the Student-Athlete Jobs Coordinator that they have obtained employment.

### Recommendation

In order eliminate the possibility of student-athletes working on-campus without the knowledge of the Student-Athlete Jobs Coordinator, he should work with the payroll manager to develop a report that would identify all student athletes employed on -campus.

### Response

The Compliance Coordinator will schedule a meeting with the payroll manager in the Fall 2001 to discuss the feasibility of creating a report to improve procedures in this area.

### 3. GENERAL COMPLIANCE GUIDELINES

#### Observation

Although there are general compliance guidelines for student-athlete employment not all of the guidelines are being followed to the letter. This does not mean the actual procedures are not adequate but they should reflect the written policies and procedures.

#### Recommendation

This is a relatively new area of compliance and as a result undergoing modifications to determine the most efficient and effective system of monitoring student-athlete employment for the University of Wyoming. Care should be taken to ensure that the written policies and procedures are followed. When the actual procedures vary from the written procedures due to intentional modifications the written procedures should be changed to reflect the actual procedures.

#### Response

The area in which this has most occurred is the follow-up with employers as to the amount of total income earned by the student-athlete during the year. To date, few student-athletes have worked and even fewer have earned any significant amounts of money. The Compliance Coordinator has reviewed the hours scheduled in combination with the rate of pay and evaluated the potential for any of the NCAA limits being reached. In those instances where reaching the NCAA limit is possible, follow-up has been made. In any event, the procedures will be reviewed in August and updated to reflect actual procedures performed.

### **Playing and Practice Seasons**

### 4. MINIMUM/MAXIMUM NUMBER OF CONTESTS/DATES OF COMPETITION FORM

#### Observation

The form refers to NCAA Bylaw 20.8.3.3 for the minimum number of contests/dates for each sport. The actual Bylaw reference should be 20.9.3.3. Also men's and Women's Basketball maximum number of games according to Figure 17-1 is 28 rather than the 27 reported on the form.

#### Recommendation

Standard forms should be reviewed each year to ensure that proper references to the NCAA Bylaws are maintained. In addition the newest NCAA Division Manual should be used when information is needed to complete the form.

#### Response

The form will be revised for 2001-02 to correct the NCAA Bylaw reference and care will be taken to reflect the accurate number of Women's Basketball contests.

## 5. PRESEASON PRACTICE

### Background

NCAA Bylaw 17.5.2.1 On-Court Practice states that a member institution shall not commence on-court preseason practice sessions prior to the Saturday nearest October 15<sup>th</sup>.

NCAA Bylaw 17.5.2.1.1 Permissible Conditioning activities states that team conditioning or physical-fitness activities supervised by coaching staff members may be conducted on or off court but shall not begin prior to the beginning of the institution's academic year.

### Observation

The Time Sheet Athletically Related Activities form does not distinguish between on-court practice and conditioning/physical-fitness the caption used is "practice with coach present". As a result there is no way to document which activity has occurred.

### Recommendation

Often times the only way to verify that an institution is in compliance with NCAA Bylaws is to document that you have not violated any of the Bylaws. Our current system of documentation does not remove all possibility of doubt as to which activity is taking place during practice with coach present. Either the Time Sheet Athletically Related Activities should be modified so that on-court practice and conditioning/physical-fitness are indicated on separate lines or notations on the current form should be made to make clear which event is taking place.

### Response

We will have coaches make notations on the current forms as to which activities are pre-season activities and those which are in season.

## 6. PRACTICE PROHIBITED AFTER COMPETITION

### Background

NCAA Bylaw 17.1.6.3.2 .1 states: Practice may not be conducted at any time following competition, except between contests, rounds or events during multiday or multievent competition.

NCAA Bylaw 17.1.6.3.2 Competition Day states: All competition and any associated athletically related activities on the day of competition shall count as three hours regardless of the actual duration of these activities.

### Observation

The Time Sheet Athletically Related Activities for men's basketball and soccer recorded practice with coach on the same day as a game was played. These games did not appear to meet any of the exceptions to bylaw 17.1.6.3.2.1. When questioned about the recorded time it was indicated that the practice with coaches was before the games as warm up and pre-game practice.

### Recommendation

NCAA Bylaw 17.1.6.3.2 states that the competition and associated athletically related activities shall be counted as three hours. In order to avoid confusion and misinterpretation of the data recorded on the Time Sheet Athletically Related Activities all games should be recorded as three hours and no pre-game practice or warm up time be recorded since it is part of the game related activities.

### Response

For 2001-02, all game day activities will be recorded as 3 hours so that the documentation is consistent with the NCAA Bylaw 17.1.6.3.2.

## 7. COMPETITION DAY

### Background

NCAA Bylaw 17.1.6.3.2 Competition Day states: All competition and any associated athletically related activities on the day of competition shall count as three hours regardless of the actual duration of these activities.

### Observation

Women's basketball counted two games as two hours instead of the three as required by NCAA Bylaws. One of the games occurred on a day that is not reflected on the game schedule and the other game was re-scheduled and not played. The game that was played should have been recorded as three hours. The time allotted to the game that was re-scheduled should not have been recorded as competition but should have been recorded for the actual use of time.

### Recommendation

The Time Sheet Athletically Related Activities should be completed accurately to avoid misinterpretation of practice times and game times. There are procedures that could be established to review all Time Sheet Athletically Related Activities to ensure they are filled out correctly. However, the cost/benefit analysis may not support the addition of these reviews. Coaches should be encouraged to complete the Time Sheet Athletically Related Activities each day to help ensure the accuracy of the report.

### Response

In the August 22, 2001 mandatory coaches compliance meeting this NCAA Bylaw will be reviewed. The coaches will be instructed that for game days they should record 3 hours regardless of the actual time spent for game day activities.

## Complimentary Admissions

### 8. PURCHASE AND RESALE OF TICKETS

#### Background

NCAA bylaw 16.2.2.4 states a student athlete may not purchase a ticket from the institution and then sell the ticket for greater than face value and 16.2.2.5 prohibits providing student athletes with complimentary tickets to professional sporting events.

#### Observation

The prohibitions of bylaw 16.2.2.4 and 16.2.2.5 are reviewed with the students during compliance meetings but is not documented in the policies and procedures. The lack of documentation doesn't violate NCAA rules, however, it leaves the university open to question if a violation were to occur.

#### Recommendation

Information concerning NCAA bylaws 16.2.2.4 and 16.2.2.5 should be included in the policies and procedures.

#### Response

We will add the policy to the Compliance Handbook.

### 9. COMPLIMENTARY TICKETS FOR HIGH SCHOOL AND TWO YEAR COLLEGE COACHES

#### Background

NCAA Bylaw 13.9.1 allows high school, college-preparatory school, or two-year college coach or any other individual responsible for teaching or directing an activity in which a prospect is involved to receive a maximum of two complimentary admissions to home games.

#### Observation

The University of Wyoming High School Association Coaches Complimentary Ticket Policies only provides for Wyoming Coaches Association (WCA) members to receive complimentary admissions. In fact, coaches that do not belong to WCA receive complimentary admissions to university home games in accordance with NCAA bylaws.

#### Recommendation

The Complimentary Ticket Policies should be reviewed and changes should be made to reflect the complimentary admissions that are actually given to high school, college-preparatory school, or two-year college coach or any other individual responsible for teaching or directing an activity in which a prospect is involved.

#### Response

A statement will be added to the current complimentary ticket policy that coaches from other states will follow the same ticket policy as Wyoming coaches.

## **Student-Athlete Vehicles**

### 10. PROVIDING AN AUTOMOBILE TO A STUDENT-ATHLETE

#### **Background**

NCAA Bylaw 16.10.2 and 16.12.2.3 prohibit the institution from providing a student-athlete with an automobile under any circumstances and institutional employees and representatives of athletic interests from providing student-athletes with a loan of money and the use of an automobile.

#### **Observation**

Presently there are no formal procedures that address NCAA Bylaws 16.10.2 and 16.12.2.3. Coaches are reminded annually of this issue and is monitored and addressed on an as needed basis when any unusual situations are noted or arise.

#### **Recommendation**

The NCAA is good about setting guidelines and limitations for member institutions, however, guidance in implementation is lacking. Without written procedures and documentation of the institutions efforts to abide by NCAA rules it would be difficult to defend one's self after an incident is discovered. The Athletic Department should be proactive in this area and develop written procedures and formal documentation indicating the measures taken to comply with NCAA guidelines. The procedures do not need to be lengthy and the documentation could be a simple form the student-athlete must sign at the beginning of each year.

#### **Response**

We have added a vehicle registration form to the NCAA forms packet that will be required to be completed and signed by all student-athletes in the Fall 2001 semester.

## **Athletic Equipment and Apparel**

### 11. COMPLETION OF INDIVIDUAL INFORMATION FORMS

#### **Background**

Procedures for Equipment Support states that the athlete must sign and date the issue form (Individual Information Form) at the date of issue.

#### **Observation**

- In men's and women's basketball and women's soccer the Individual Information Forms are not always completed showing what equipment was issued nor were they always signed by the student athlete.
- In football the Individual Information form is marked as cleared after all returnable equipment is returned, however, the student athlete does not always verify this by signing and dating the Individual Information Form.

### Recommendation

The Individual Information Forms should always be completed and signed by the student athlete at the time of issuance. Although the procedures do not require the student athlete to verify that the equipment has been returned, the student athlete should sign and date the form when they return the equipment. Completing the Individual Information Form and having both the equipment manager and the student athlete sign and date the form at both the time of issue and return will avoid any disagreement over missing items.

### Response

We concur with the finding. In accordance, the equipment manger will improve the procedures. He will be more complete in using the issue forms by having the student-athletes sign and date the issue forms in addition to the equipment room personnel.

## **Representatives of Athletics Interests (Boosters)**

### 12. INDEPENDENT REPRESENTATIVE OF ATHLETICS INTERESTS

#### Background

NCAA bylaw 6.2 Budgetary Control. This bylaw requires that all expenditures for or in behalf of a Division I member institution's intercollegiate athletics program, including those by any outside organization, agency or group of individuals (two or more), shall be subject to an annual financial audit (in addition to any regular financial audit policies and procedures of the institution) conducted for the institution by a qualified auditor, who is not a staff member of the institution and who is selected either by the institution's chief executive officer or by an institutional administrator from outside the athletics department designated by the chief executive officer.

University of Wyoming NCAA Division I Self Study Certification Report dated February 2000 Fiscal Integrity Operating Principle 3.1 Financial Practices states The Association 's principles include the responsibility of the institution's chief executive officer for approval of the athletics budget and audit of all athletic expenditures. In fulfilling this principle, the institution shall demonstrate that:

- a) All funds raised for or expended on athletics are subject to institutionally defined practices of documentation, review and oversight;
- b) All expenditures from any source for athletics are approved by the institution.
- c) Budget and audit procedures for athletics are consistent with those followed by the institution generally and with the provisions of NCAA Constitution, 6.2

The Self Study also included a list of all revenue sources for intercollegiate athletics that are under the clear accounting and financial control of the institution. Cowboy Wrestling Club was not included in this listing.



Observation

Cowboy Wrestling Club is a not for profit corporation created in 1994. This club maintains only a savings account at a local bank under the corporation name and tax identification number.

Article VI of the bylaws state that no funds of the corporation shall be expended, allocated or committed to any person or entity connected directly or indirectly with the University of Wyoming Athletic Department without written approval of the Athletic Director of the University of Wyoming.

Recommendation

While the bylaws of the corporation give some control of expenditures to the Athletic Director of the University of Wyoming the corporation does not appear to meet the full requirements of NCAA bylaw 6.2 and University of Wyoming NCAA Division I Self Study Certification Report to be under the accounting and financial control of the University of Wyoming. Therefore It is recommended that Cowboy Wrestling Club either be dissolved and transfer the assets to Cowboy Joe Club as a restricted donation to be used for wrestling or have the assets and accounting of Cowboy Wrestling Club to be transferred to the University of Wyoming to be treated in a manner consistent with Cowboy Joe Club.

Response

We concur with your findings and we have already had Steven close out that account and deposit the funds into the Cowboy Joe Wrestling account.

Jim Byram  
Auditor

Copy: Board of Trustees  
University of Wyoming

Philip Dubois, President  
University of Wyoming

Janet Constantinides, Faculty Athletics Representative  
University of Wyoming

Wm. Lee Moon Sr., Director  
Athletics

Barbara Burke, Senior Associate Athletic Director/Senior Women Administrator  
Athletics

Trustee Saunders reported there were no items for action. The information on the new coaches was included in the Personnel Committee's work. Dr. Saunders provided a handout to the Board regarding Fall 2001 semester grades and noted that the football students' grades were down. Dr. Saunders asked about the NCAA compliance audit and inquired how Athletics accounts for goods and other items received as gifts.

President Dubois asked the Board if they would like to have a special session at the next meeting to discuss trends in athletics. The Board determined that would be helpful.



**COMMITTEE OF THE WHOLE**

Development Report

The Development report was provided in Executive Session on January 11, 2002 by Vice President Ben Blalock.

**FY 2002 Monthly Gift Report through November 30, 2001**

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

FUND	ALL GIFTS							ANNUAL FUND GIFTS						
	FY 2002	Month		FY 2002 to date		FY 2001 to same date		FY 2002	Month		FY 2002 to date		FY 2001 to same date	
	GOALS	DNRS	AMOUNT	DNRS	TOTAL	DNRS	TOTAL	GOALS	DNRS	AMOUNT	DNRS	TOTAL	DNRS	TOTAL
AGRIC	\$ 816,000	222	\$24,489	617	\$132,211	616	\$267,774	\$ 131,000	215	\$11,439	574	\$35,260	579	\$46,128
AHC	\$ 995,000	32	\$4,855	130	\$16,696	73	\$20,010	\$ 47,000	31	\$2,765	128	\$11,423	71	\$6,634
ALUMNI	\$ 38,000	33	\$4,530	136	\$21,050	148	\$21,250	\$ -	1	\$80	5	\$300	14	\$1,350
A & S	\$ 2,000,000	547	\$45,171	1725	\$264,402	1532	\$751,801	\$ 451,000	480	\$24,361	1511	\$120,842	1449	\$118,539
ATHLETICS	\$ 3,304,000	357	\$163,505	1465	\$498,304	1445	\$583,592	\$ 1,100,000	190	\$16,073	1069	\$160,829	1011	\$181,719
BUSINESS	\$ 920,000	261	\$4,589,135	707	\$5,092,371	602	\$111,126	\$ 110,500	255	\$18,690	647	\$63,937	569	\$42,704
EDUCATION	\$ 600,000	219	\$7,683	640	\$42,156	585	\$88,810	\$ 45,000	219	\$7,683	611	\$26,136	577	\$25,560
ENGINEERING	\$ 2,300,000	377	\$48,849	1027	\$194,351	913	\$161,033	\$ 300,000	314	\$21,435	940	\$86,160	868	\$85,813
IENR	\$ 525,000	11	\$7,795	58	\$169,297	49	\$115,755	\$ 65,000	10	\$2,795	51	\$25,797	41	\$10,515
HEALTH SCI	\$ 1,000,000	197	\$16,092	522	\$122,242	415	\$148,800	\$ 65,000	193	\$8,710	510	\$35,828	396	\$29,417
KUWR	\$ 380,000	120	\$5,019	3844	\$184,341	3678	\$165,531	\$ 360,000	119	\$4,882	3840	\$183,819	3678	\$165,531
LAW	\$ 250,000	62	\$8,845	175	\$38,731	182	\$25,874	\$ 62,000	57	\$3,995	160	\$16,841	167	\$15,968
LIBRARY	\$ 100,000	36	\$447,034	192	\$471,012	266	\$32,356	\$ 38,000	35	\$2,034	187	\$24,445	252	\$16,734
STUD AFFRS	\$ 80,000	134	\$9,345	558	\$23,460	1011	\$19,429	\$ 37,500	134	\$9,345	557	\$20,925	1008	\$19,053
UW ART MUS	\$ 215,000	129	\$53,652	252	\$135,085	287	\$115,062	\$ 55,000	17	\$4,085	53	\$9,930	87	\$12,720
UNIV. FUND	\$ 165,000	243	\$22,046	941	\$68,115	741	\$73,407	\$ 155,000	243	\$22,046	941	\$68,115	738	\$71,145
OTHER	\$ 2,060,000	88	\$88,549	524	\$675,138	416	\$524,879	\$ 68,000	30	\$1,553	132	\$16,657	95	\$18,338
GIFTS NOT YET BOOKED					\$10,243									
<b>TOTAL</b>	<b>\$ 15,748,000</b>	<b>2,886</b>	<b>\$5,546,593</b>	<b>12,251</b>	<b>\$8,159,205</b>	<b>11,737</b>	<b>\$3,226,490</b>	<b>\$ 3,090,000</b>	<b>2,414</b>	<b>\$161,972</b>	<b>11,049</b>	<b>\$907,242</b>	<b>10,730</b>	<b>\$867,869</b>

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

### Authority to Proceed with Sale of Two Residential Lots in Arizona

Dan Baccari received authority to proceed with the sale of two residential lots in Arizona owned by UW from the Board in Executive Session.

## **ANNOUNCEMENTS**

### ASUW Report

ASUW Chair Warnell Brooks reported on ASUW's work. They finished the student needs assessment prior to the break, and he will provide a copy to the Board for their information. ASUW is also working to implement the Scholarship Advisory Board to guide the award of scholarships they've established. Trustee Brooks also noted that the ASUW senators are looking forward to having breakfast with the Board during the March meeting.

### Staff Senate Report

Jim Morgan gave a brief report on Staff Senate. In November, Staff Senate had a presentation on the capital facilities plan, and in December, a presentation on Prexy's Pasture. The Senate held their elections for the next year's president, and Jim commented that he was concerned with the lack of nominees for the position. Vicki Henry was selected as the president-elect and will begin her term on July 1. The Senate adopted two families to support for the Thanksgiving and Christmas holidays, and donations from campus were very generous.

### Faculty Senate Report

Pam Kalbfleisch reported on Faculty Senate's work. They approved UniReg 292, dealing with philosophical general education. The Senate has nine subcommittees currently working on

the different areas of university studies with a timeline to provide input to Pam and Faculty Senate by February 5, review the report in February, and provide it to the Board at the March meeting. They've also passed UniReg 805, as well as worked on the response to the draft mission statement and drafted a budget resolution asking for relief for health insurance.

### **NEW BUSINESS**

Trustee Haynes asked Dr. Buchanan and Dr. Allen to work on the process to be used by Athletics to report personnel appointments and changes, and follow up with a letter to him and President Dubois regarding how Athletics personnel will be handled.

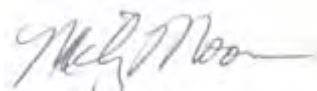
### **DATE OF NEXT BOARD MEETING**

The next meeting will be held March 21-23, 2002.

### **ADJOURNMENT**

The Board moved to adjourn the meeting at 4:30 p.m.

Respectfully submitted,



Nicky S. Moore  
Deputy Secretary, Board of Trustees



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