

THE UNIVERSITY OF WYOMING

BOARD OF TRUSTEES' MINUTES

March 6-8, 2003

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

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March 6-8, 2003

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THE UNIVERSITY OF WYOMING

MINUTES OF THE TRUSTEES

March 6-8, 2003

Phil and Lisa Dubois hosted the Board at a dinner on Thursday, March 6, 2003 to honor Trustee Ron McCue for his service to the University.

Members of the Board were hosted by Staff Senate at a luncheon on Friday, March 7 at the Foundation House.

The Board of Trustees approved a motion at the beginning of the work sessions on Thursday to suspend the rules in order to participate in a new meeting format. Members of the Board participated in sessions for work, recognition, education, and information on Thursday afternoon and Friday. The Board held their Business Meeting on Saturday, March 8, 2003.

Trustee President Kathy Hunt welcomed Rod Janney and Beth Worthen from the Governor's office to the Trustees' meetings on Thursday, March 6.

WORK SESSION: Motion to Suspend Rules
(All Board Members)

Motion to suspend by-laws to test new meeting procedure

WHEREAS THE TRUSTEES OF THE UNIVERSITY OF WYOMING HAVE DETERMINED THAT IN THE INTERESTS OF MORE EFFICIENT AND EFFECTIVE MANAGEMENT, THE TRUSTEES INTEND TO EXPERIMENT BY TESTING A NEW PROCEDURE AT MEETINGS IN CARRYING OUT THE ORDER OF BUSINESS,

BE IT RESOLVED THAT FOR THE TRUSTEES MEETING OF MARCH 6-8 2003, IN ACCORDANCE WITH ARTICLE VIII OF THE BY-LAWS OF THE TRUSTEES OF THE UNIVERSITY OF WYOMING, I MOVE THAT THE FOLLOWING BY-LAWS BE SUSPENDED:

ARTICLE III, SECTION 3-2, ORDER OF BUSINESS
ARTICLE VII, SECTIONS 7-3 THROUGH 7-7 AND SECTION 7-8 TO THE EXTENT IT APPLIES TO SECTIONS 7-3 THROUGH 7-7, COMMITTEES OF THE TRUSTEES.

Note: The motion requires a 2/3 affirmative vote of all the Trustees, i.e. 8 votes are required.

Trustee Hunt reviewed the motion for the benefit of the new Trustees. Trustee Schaefer moved to suspend the rules; Trustee Haynes seconded. Motion carried.

WORK SESSION: Football Stadium New Construction and Repair Alternatives, Harris

President Dubois stated that Vice President Phill Harris has been working with a consultant in response to the trustees' request for information on the football stadium. Vice President Harris introduced Roger Baalman, Director of Facilities Planning who brought the Board up-to-date. The stadium construction/renovation plan is incorporated within the athletics strategic plan. HOK Sport*Venue*Event Architects, Kansas City, KS was hired as consultant to review the project. Mr. Scott Radecic, consultant representative, briefly reviewed some of the processes undertaken since the last meeting. Mr. Radecic introduced the renovation discussions he has had with UW regarding the stadium. He spoke further about collegiate and NFL facilities, showed slides of new buildings completed by HOK, and led the discussion on cost per square foot/renovation costs. The new designs would place fans closer to the field and includes plazas and/or gathering areas.

Mr. Radecic talked further about process and what would be involved in remodeling and/or renovation and entertained questions from the Board. President Dubois asked for clarification on the needs of the west side of the stadium, and noted that UW could rebuild that area. Trustee Haynes suggested that UW should do the project within the context of who we are and what we can do. Trustees had extended discussion with Mr. Radecic on possible options for the stadium.

President Dubois noted that the Board will meet with Athletic Director Lee Moon on Friday to review the capital facilities plan.

WORK SESSION: Research Enterprise and Economic Development, Gern

President Dubois introduced the briefing on the research enterprise which will be presented by Vice President Bill Gern. Dr. Gern noted that the faculty who drive the research enterprise are extremely talented. UW is a Carnegie-research doctoral extensive university, which means that UW has more than 50 doctorates graduating each year, and has 15 or more doctorate-degree granting programs; and is one of the smallest universities of this group. The faculty is nationally competitive and internationally known. The departments of Zoology, Atmospheric Sciences, Molecular Biology, Geology, Chemistry generate a largest number of grants and WIND is the largest non-academic generator of grants.

Dr. Gern reviewed the the Rocky Mountain Herbarium, the Solheim Collection, the greenhouse, the Wyoming Infrared Observatory, and the Red Buttes Environmental Biology Laboratory. UW has more than 30 research centers and institutes on campus which all work toward the research enterprise. The newest is the fetal programming unit, which studies the effects of maternal hypertension and how it affects the infant.

UW's research model adheres to the following: a land-grant university means paying attention to the land grant missions; works as an American university paying attention to the critical technologies report of the Rand Foundation; and, functioning in the role of providing support and looking after the research needs of Wyoming. The research enterprise is directly tied to the academic plan, which is reflected in *Moving Forward II*.

Land-grant missions include teaching, research, and service. UW receives land-grant funds from the U.S. Department of Agriculture to pursue all three of these missions within UW's College of Agriculture and outside the college. The Research office also pays attention to the U.S. critical technologies report, which is done bi-annually by the Rand Corporation for the

Office of Science Technology Policy, which is an administrative branch of the White House. They review what is occurring in US technologies and look to the future in order to anticipate what technologies will be important to maintain global economic competitiveness and a strategic advantage.

The Board will be approving the grants received as noted in the report, which places UW at \$47 million as of today. UW does pay attention to federal funds, state funds and private funds, but really needs to build the research industry in Wyoming. The Office of Research has 1700+ accounts in Contracts & Grants, which is \$150 million in current open awards, has 450 investigators (PIs and Co-PIs), receives \$2 million of heavy equipment that is capitalized from the research money, and \$1 million in graduate tuition. The Research Office also realizes that the faculty are the essential elements in hiring the best persons to educate the students at UW, and enjoy their own research endeavors as well.

His next point was to discuss an overview of operations involved in utilizing and expending awards, and he noted that keeping accurate records is critical to the success of the grant expenditures. The Research Office is reviewed consistently and constantly through an audit process by internal and external auditors. He also noted that the research enterprise at UW is at approximately \$50 million, and is the fifth or sixth largest entity in the state service sector.

The research enterprise provides many research infrastructures, helps to seed fund many other efforts and bring in major equipment or other centers. One program UW is working toward is an NIH program project grant that will pay UW approximately \$2.5 million per year for ten years. They are also paying attention to capitalizing on other major sources of funds, i.e., EPSCOR, NIH programs, and centers for groups of faculty. The Research Office provides the

structure of policy, support and commitment, which supports the faculty and their scholarship efforts.

The research enterprise provides funding for student financial aid, jobs and salaries, and secondary economy as a result of funds back into the Wyoming economy. UW identifies, protects and licenses marketable inventions, supports manufacturers, works on facilities economic development, and other processes, as well as overseeing eight new businesses created on campus, patents, invention disclosures, new licenses, Wyoming Business Council, and support of four entrepreneurs outside of UW. He spoke about MAMTC, and Wyoming SBIR.

In closing, Dr. Gern mentioned the Wyoming Technology Business Incubator and funding for a new building. President Dubois noted that he's noticed that there are more legislators who recognize risk. Eighty-five percent of the businesses that have been incubated are still viable. Trustee Rounds asked for clarification on the license issue.

Trustee Haynes asked what Dr. Gern sees the trustees doing to support the efforts of the research office. He responded that the recognition from the trustees provides support and is greatly appreciated.

WORK SESSION: New UW Childcare Facility, Harris

A new Childcare facility was initially planned in 1991 as part of the development of the River Village student apartment complex. The project was never constructed due to a lack of adequate funds. The childcare facility planned then and now provides not only childcare but also integrates with academic programs in Education and Agriculture dealing with early childhood development. Faculty and students will utilize the facility as a training and research laboratory.

The University presently has two facilities utilized for childcare, the Hitchcock House at 8th and Fremont Streets and the Childcare Facility at 14th and Bradley Streets. These facilities contain approximately 5,300 gross square feet and neither is adequate from a facilities or programming standpoint. Once a new childcare facility is constructed the Hitchcock house will be sold to help recoup costs and the Bradley Street facility will be used for other purposes or possibly razed.

The new facility being planned will contain approximately 9,200 gross square feet with an estimated cost, exclusive of furniture and equipment, of \$2 million. In addition to the administrative staff the facility may contain the following functions:

- | | |
|----------------------|-----------------------------------|
| Infant Classroom | Teacher Preparation |
| Toddler Classroom | Conference/Screening |
| Preschool Classrooms | Support Kitchen |
| School Age Classroom | Multi-purpose/Indoor Motor Skills |
| Sunroom/Science Room | Library |
| Resource Room | Nurse |

Future expansion of the facility will be possible and the current planning anticipates a need for an additional 4,800 gross square feet for additional classrooms and academic support areas.

Utilizing a matrix of 27 site criteria, seven sites were evaluated for the facility. The sites included two in the vicinity of the student apartments, two in the vicinity of the Centennial Complex, one on campus, one on Harney and the existing 14th and Bradley Street area. The recommended site for the Childcare Facility is 30th and Lodgepole Streets between Landmark Square apartments and the River Village apartments. Two of the site criteria were the adequacy of the site for the initial facility program and the probable expansion of the facility in the future as the needs for childcare and training expands with growth in the University population.

The recommended site provides sufficient space for the building, future expansion, and for adequate space for outdoor activities for the different age groups. Parking as well as landscaping for sun and wind screening has been considered in the site recommendation. The initial site need is approximately one acre with foreseeable expansion to occupy one and one-half acres.

In addition to the site selection, the planning team has initiated acquisition of design services for the project. The Childcare Planning Team has solicited requests for architectural services and received six responses from Wyoming architects. The planning team has evaluated the responses and recommended interviewing three of the six firms. The competing firms are GSG Architecture of Casper, Malone Belton Able Architects of Sheridan and TSP Two Inc. also of Sheridan. A recommendation prioritizing the three firms will be submitted at the Board meeting.

It was recommended that the Board of Trustees authorize selection of an architect and approve the Planning Team to proceed with design of the childcare facility. Funding for the design work will utilize Federal Mineral Royalty Funds and it is anticipated that these preliminary design costs may be reimbursed with bond proceeds should this project be funded

with a bond issue next year. The Capital Facilities Plan has sequenced this project to begin sometime next spring with completion expected late in the calendar year.

Vice President Phill Harris spoke about the architect for design of the childcare facility and authorization for negotiations, as well as the site selected for the facility, west of Ivinson Hospital on 30th Street. After reviewing the proposals for architects, the committee narrowed the group to three: TSP 2 Inc., Sheridan, Wyoming; Malone Belton Abel, Sheridan, Wyoming; and GSG Architecture, Casper, Wyoming. Following interviews, the decision was made to negotiate with TSP 2 out of Sheridan. The reasons for selecting TSP 2 include: this firm was involved with original project on River Village and design for the initial concept for the childcare facility; and have done a number of childcare facilities in Wyoming and the Rocky Mountain region. Their concept and design best meet UW's purpose and functions that are desired in this childcare facility. President Dubois noted this site is on the bus route, and parents in the apartment complexes could take their children to the facility and then go to the shuttle lot. Trustee Schaefer commented that he thinks this project seems to meet the needs, and asked what needed to happen at this point. Vice President Harris noted that when the Hitchcock House is vacated, it could potentially be sold and the proceeds put into the account to recoup costs for the new facility. Academic work that will be done in this facility will be with the early childhood development program and administration of a daycare facility. The Board will be asked to approve the authorization for the selection of the architect and approval of the site.

**WORK SESSION: Moving Forward III/Academic Planning Process and Timeline,
Buchanan**

President Dubois stated that the planning timeline on the plan is tight; Vice President Buchanan presented the update. History of the process was provided for the new trustees, as well as a description of the processes that have occurred to date. Dr. Buchanan noted that UW has completed and/or addressed about 90% of the items. UW is in the process of the second academic plan that will overlap on the completion of the first, and share areas of commonality. The most significant aspect gathered from the process is that there is no substitute around campus for communication. The commitment for the new plan is to continue discussions with constituency around the state starting immediately. Academic Affairs began the discussion about 15 months ago and titled it *Moving Forward*, identifying about ten areas of importance and asking for feedback from the campus community. Comments were strongly solicited and are available on the web under the Academic Affairs page. *Moving Forward II* was produced in early Fall 2002, and distributed widely around campus, while aggressively soliciting feedback. The comments from *Moving Forward II* are also available on the Academic Affairs website. *Moving Forward III* has been produced based on feedback from the first and second iterations, and is the prelude to the writing of the next academic plan. Dr. Buchanan emphasized that planning is a process and not an event. At the back of the document, instructions and outlines detail the expectations in drafting the individual academic plans as part of the second academic plan. In March 2004, the Board will receive the next academic plan for review and approval at their May 2004 meeting. Drafts of the internal plans of departments and programs are due by July 2003. Active feedback and participation will occur

within the process. Dr. Buchanan asked the Board to review the document and direct questions to him and/or Academic Affairs.

President Dubois talked further about the development of the last plan, and noted that Trustees True and Spicer worked on the last plan. He said in March and May 2004, the Board will see the entire document. Dr. Buchanan added that *Moving Forward III* is a discussion document, and will be useful as a planning tool. Dr. Buchanan noted that another report card will be presented to the Board sometime in May.

**WORK SESSION: Utilization of Vacant Fraternity Properties, Harris - Kappa Sigma,
Brigman - Delta Chi, Baccari – Acacia**

The ad hoc taskforce charged with the review of fraternity properties presented various observations and options to consider with respect to fraternity properties but did not provide a specific set of recommendations. President Dubois and various members of the Cabinet met to discuss the options contained in the report and the President asked that a set of specific recommendations be developed to share with the Board.

The report that follows provides recommendations for utilizing two of the vacant fraternity properties and an additional recommendation that the Acacia House be razed.

Kappa Sigma Fraternity

The expansion of Honors housing to the former Kappa Sigma residence will significantly enhance the Honors Program and its ability to bring academically strong students to campus.

Honors House II as envisioned will build on the successful model developed for Honors House I: a co-educational community of freshmen, sophomores, juniors, and seniors from all six undergraduate colleges, with a diversity of interests and extracurricular activities and a healthy mix of students from Wyoming and other states and countries. As an incentive for incoming freshmen, National Merit Scholars and Trustee Scholarship winners would have some preference in the selection process. To support and develop this community, undergraduate resident Honors assistants are envisioned. The physical layout of the facility, with a renovated housemother's suite, could accommodate a resident scholar (e.g. a visiting faculty member) that would provide academic leadership and teach courses in the House. As with Honors I House, Honors II House will be managed by Residence Life & Dining Services and residents will be obligated to

participate in the UW meal plan. Honors House II will also be an excellent location for small summer programs for high school or university students.

Before this facility can be fully utilized for the Honors Program it will be necessary to do some extensive renovations. The January taskforce report estimated that the cost to renovate the house and bring the facility into compliance with current building codes, ADA compliance and updated kitchen will require approximately \$770,000. To minimize some of this expected cost the university has initiated discussion with Laramie County Community College to see whether students in their Construction Technology Program may be able to complete some of the renovation work on the facility as part of their instructional program. It is premature, at this time, to determine whether this partnership may work, but it does appear that students may be able to perform a number of renovation tasks that do not require a licensed journeyman to perform.

Complete renovation of this facility prior to fall 2004 is unlikely. In the interim, the facility will be closed to the public, with security maintained by the University.

Delta Chi Fraternity

For fall 2003, a collaborative initiative is underway to develop a new living learning environment located in the former Delta Chi house. The target student population for this new facility will be an audience that is single sex, enrolled in one academic college/department and not currently housed in UW's residence hall system. Residence Life & Dining Services will manage the facility and develop a marketing plan this spring in collaboration with UW Admissions, an academic department or college and other UW service units. A live-in Resident Assistant will supervise the house. The programmatic services will be designed to enhance learning within an academic discipline. Given the proposed facility renovations and addition,

this facility has the flexibility to be used for living-learning programs or for a Greek organization in future years.

Delta Chi is the smallest of the vacant houses (5,250 square feet) and is in considerably better condition than the others. Consequently, it is easier to give a more definitive cost estimate for repairs. To use the house for a single sex living-learning program will require repairs for approximately \$27,000. Those occupying the house will have access to a kitchenette for light snacks but will need to have a meal plan with Dining Services in the Washakie Complex. Without building an addition to the facility, the resident assistant will occupy one of the nine present bedrooms. On a longer term basis, construction of an addition to the facility will permit development of a mentor's suite and accessible room for a disabled individual. If required, an elevator may be included to provide access to all levels of the building. The cost to construct a mentor's suite addition to the building is estimated to be \$95,000 and installation of an elevator would be about \$100,000. Design work for the addition to the facility will begin shortly, but it is not expected that this addition will be completed before fall 2004.

Acacia Fraternity

The taskforce report on fraternity properties presented to the Board at its January meeting indicated that the cost to remodel the Acacia Fraternity and to bring it on line for use would require approximately \$924,000. The report further indicated that this cost exceeds 50% of the replacement value of the building and as a general rule of thumb it is not economically viable to reinvest in the property, and consideration should be given to demolishing the property.

Based on the renovation costs and potential utilization of this facility, it is recommended that this building be razed and the lot landscaped on an interim basis. The estimated cost of razing this facility is approximately \$50,000.

Vice President Baccari reviewed the work that has occurred to date. President Dubois noted that because of issues related to the fraternities, he had assigned a task force to review the future of fraternity/sorority row. Some specific recommendations will be provided to the Board at this meeting. Mr. Baccari distributed the report to the new trustees and reviewed the charge to the group. They looked at the legal issues and gave worst and best case scenarios for the fraternities/sororities. Greek housing, residence hall living, special issues, multicultural housing, guest houses, or living/learning communities were some of the suggestions for use of the houses. A Greek center was also proposed. The idea of a student center was brought up and not considered due to the Union renovation.

Mr. Baccari talked about the initial plan to extend fraternity row to a total of 27 lots, as recorded in 1939. Today, it has 16 lots, with seven on south side and nine on the north side. There are four active sororities, three active fraternities, one property is leased to a fraternity and another leased to the Honors House. UW will have title to seven of the 16 lots with the purchase of Kappa Sigma.

President Dubois noted that he wants Delta Chi occupied in some way at this time, and that future use as a Greek house is highly desired. Kappa Sigma would require a sizeable Greek organization to sustain it. UW is not yet prepared to give a recommendation on the use of Kappa Sigma and hopes to have a smaller budget need if the partnership with LCCC comes to fruition. Vice President Brigman mentioned that she has been working with academic deans who spoke about a growing program in health sciences and needing space. President Dubois then opened the floor to IFC reps.

Brook Paskett, IFC council president, spoke to the Board about the International Fraternal Council's (IFC) desire to have input on the Greek row. He said that they did not know this

discussion was underway. AGR is a strong fraternity that would like to move on campus and would need a larger house. Delta Chi could be used for Phi Beta Sigma, a small fraternity that would be able to live there comfortably. Lambda Chi Alpha is a newer fraternity, and allows anyone to join in the Greek life experience. IFC would like the Board to allow them to engage in discussions about use of the houses and keeping the houses Greek. Trustee Schaefer asked why the group hadn't come forward before with propositions to use the building. Brook noted that the financial aspects are holding some of these fraternities back. President Dubois advised the Board and the gallery that AGR was not able to populate the house due to the financial support that was required.

Vice President Baccari spoke about the discussions that took place regarding areas for the smaller fraternities to have a common meeting place. It was clarified by the Board that in the short term, the houses need to be occupied, and the future use of the houses would be for Greek organizations. President Dubois confirmed as well that once UW owns a Greek house, they will not sell it back to a fraternity.

Trustee Keith Sapp expressed his concern on occupying the houses while there are no Greek organizations that can afford live in them. His concern was that this is purely economic and thinks UW should be supportive of the Greeks to help them develop a strong organization. Trustee Spicer spoke about the highest and best use of those houses as being for Greek programs, but there is no sense in leaving them empty. Trustee Richards noted that the need to improve the houses is at great cost to UW, and asked what the difference would be to have a fraternity occupying the house. Mr. Baccari described the minimum requirements that were proposed by the task force to allow new Greek organizations lease the property. Other Board members noted that they were nervous that UW is moving too quickly on the use of the Greek properties, that

there are philosophical decision points that the Board has never taken (i.e., some costs in houses may be recouped by fraternities and not by Honors Houses), so action should not be taken in haste.

President Hunt noted that Acacia is on the agenda for authorization to raze it. President Dubois asked the Board for authorization to move ahead with fixing Kappa Sigma and using it for a year. Members of the Board would like to see the Greek community take responsibility for an action plan and were encouraged to approach their alums for support and assistance in developing a plan. Trustee Sapp wanted the Board to know that he encourages the Greeks to work on a plan that includes renovations/maintenance for the Greek leases to sustain their housing. A work session on the Greek living situation will be scheduled in May and decisions made at that time. Another question was if funding is available to renovate Delta Chi and Kappa Sigma. President Dubois reiterated that if the cost of rebuilding is more than 50%, the facility should be knocked down. Trustee Hunt asked for an ad-hoc subcommittee to develop a fuller understanding of the work on the Greek review, composed of Trustees Spicer as chair, Richards, Patrick and Haynes. They will work with Mr. Baccari on this review and bring a decision to the Board in May. Trustee Davis asked if the IFC had an issue with razing the Acacia house, and what the cost of renovation of Delta Chi was. Brooks said that it does need to be demolished and students realize that. Mr. Baccari said that some of the requirements may not be necessary, depending on the use, and LCCC is a good option for repair work they could do on Kappa Sigma. Dr. Brigman noted that all residential facilities are self-supporting, and renovations come from that budget. She also said that marketing the facilities requires advance notice to recruit people to occupy it.

WORK SESSION: FY 2004 “Plus” Budget Requests, Harris

On January 8, 2003 a memo was sent to each of the vice presidents soliciting their requests for budget priorities to be funded in FY 2004. This biennium, approximately \$5.6 million of state general fund was available to address institutional priorities. This fiscal year \$2.8 million was allocated, leaving a like amount to address budget priorities next fiscal year. Consistent with previous allocation decisions concerning the “plus” budget, the instructions for budget requests this year indicated that most, if not all, of the funding to be recommended by the President would be used for one-time allocations and not committed to permanent budget adjustments.

The table on the following pages provides a summary of the initial requests that have been submitted to the Budget Office for consideration. President Dubois will provide specific funding priorities to the Board at the May meeting. The current summary will be reviewed at this work session to see whether there are additional priorities or concerns that the Board wishes to have addressed prior to seeing the final recommendations at the next meeting.

FISCAL YEAR 2004 – PLUS BUDGET ALLOCATION REQUESTS

Revenue Available for FY 2004 2,808,175

	VP Area	Amount Requested	ALLOCATION		FY 2004 TOTAL
			Continuing	One-Time	
	Dubois	367,237	367,237	0	367,237
	Aylward	1,276,000	0	1,276,000	1,276,000
	Baccari	2,080,154	71,200	2,008,954	2,080,154
	Blalock	40,218	0	40,218	40,218
	Brigman	1,262,172	66,654	1,195,518	1,262,172
	Buchanan	3,828,142	0	3,828,142	3,828,142
	Gern	287,400	0	287,400	287,400
	Harris	1,273,600	27,100	1,246,500	1,273,600
	Miller	0	0	0	0
	Moon	615,000	0	615,000	615,000
TOTAL PLUS BUDGET ALLOCATION REQUESTS	Total	11,029,923	532,191	10,497,732	11,029,923

Balance Remaining (8,221,748)

FISCAL YEAR 2004 – PLUS BUDGET ALLOCATION REQUESTS

PLUS Budget Funding [BOLD = Permanent Allocation Request]	VP Area	Unit Priority	Request Type	Amount Requested
[Software & Labs = Equip]				
Revenue Available for FY 2004				2,808,175
President Dubois (not prioritized)				
Aircraft Maintenance Technician (Pos #2254)	Dubois/Harris		Other	41,637
Farm Bureau Building Maintenance	Dubois/Baccari		Other	100,000
Farm Bureau Debt Service (\$18,800/month)	Dubois/Baccari		Other	225,600
President Dubois			Total	367,237
Aylward				
Dark Fiber Lease (Internet Access)	Aylward	1	Other	500,000
Data Network-Switches and Fiber	Aylward	2	Equip	125,000
IBM Disk Replacement	Aylward	3	Equip	150,000
Intrusion Prevention System	Aylward	4	Equip	160,000
Database Enterprise Scheduler (Software)	Aylward	5	Equip	62,500
IT Help Desk Additions (\$168,500)	Aylward	6		
Desktop Streaming (contract agreement)	Aylward	6a	Equip	48,500
Client Plus Support Desk(HEAT)backup server	Aylward	6b	Equip	20,000
HEAT Plus Call Center (software)	Aylward	6b	Equip	100,000
Voice over IP & Unified Messaging	Aylward	7	Equip	110,000
Aylward			Total	1,276,000
Baccari - Main Request (\$255,154)				
Campus Police Patrol Car	Baccari	1	Equip	24,000
* Fire Proof Safes	Baccari	2*	Equip	11,000
* CASHNet Software Upgrade	Baccari	3*	Equip	60,300

FISCAL YEAR 2004 – PLUS BUDGET ALLOCATION REQUESTS

PLUS Budget Funding [BOLD = Permanent Allocation Request]	VP Area	Unit Priority	Request Type	Amount Requested
[Software & Labs = Equip]				
* #2 & #3 can be withdrawn, if #4 is funded.				
* Technical Support Position (#4315)	Baccari	4*	Other	71,200
Environmental Health & Safety-Pickup Truck	Baccari	5	Equip	21,000
Chemical Inventory Software	Baccari	6	Equip	5,854
Environmental Health & Safety-Various Equipment	Baccari	7	Equip	15,800
Knight Hall Room 74 Modifications	Baccari	8	Maint	38,000
Centennial Complex Security Consultant(Buchanan)	Baccari	9	Other	8,000
<u>Baccari - Maintenance Requests</u>				
Physical Plant-Various Projects	Baccari	1	Maint	1,825,000
Baccari			Total	2,080,154
<u>Blalock</u>				
Foundation House Dining Room Chairs	Blalock	1	Equip	19,440
Foundation House Living Room Furniture	Blalock	2	Equip	3,654
Foundation House Carpeting (high traffic=\$10,891)	Blalock	3	Maint	17,124
Blalock			Total	40,218
<u>Brigman</u>				
Integrated Document Imaging	Brigman	1	Equip	449,000
SEO/UDSS-Budget Deficit	Brigman	2	Other	78,586
Temperature Control (Cooling)-infield of Half Acre	Brigman	3	Maint	125,000
Ballroom Partitions-Wyoming Union(+\$12,000 Unit)	Brigman	4	Equip	82,000
Ballroom Sound-Wyoming Union	Brigman	5	Equip	54,600
Senate Partitions-Wyoming Union	Brigman	6	Equip	28,250
NASFAA Standards of Excellence Review	Brigman	7	Other	23,636
Knight Hall Repairs & Renovation (\$84,000)	Brigman	8	Maint	
Concrete Repairs (joint request w/Physical Plant)	Brigman	8a	Maint	50,000
East Door Entry Expansion	Brigman	8b	Maint	34,000
Family Room Sound-Wyoming Union	Brigman	9	Equip	13,700
Elevator for Half Acre	Brigman	10	Maint	250,000
UW Rec Camp Health & Safety Maintenance	Brigman	11	Maint	48,200
Senate Sound-Wyoming Union (+\$4,000 Unit)	Brigman	12	Equip	25,200
Brigman			Total	1,262,172
<u>Buchanan - Main Request (\$2,864,142)</u>				
Ed Annex Remodel, Phase I	Buchanan	1	Maint	400,000
Instructional labs & equipment (A&S-\$519,086)	Buchanan	2		
Chemistry Labs	Buchanan	2a	Equip	138,710
Physics & Astronomy Educational Labs	Buchanan	2b	Equip	47,611
WIRO (SUV, Control electronics, Focus Corrector)	Buchanan	2c	Equip	75,000
Computer Lab Addition	Buchanan	2d	Equip	30,000
Digital Mapping & Geophysics Equipment	Buchanan	2e	Equip	227,765
Humidifier & Security Study(AHC, Art Mus.-\$58,000)	Buchanan	3		
Humidifier	Buchanan	3a	Equip	50,000
Security Study (see Baccari)	Buchanan	3b	Other	0
More Labs & Equipment (A&S-\$489,056)	Buchanan	4		
Chemistry Labs	Buchanan	4a	Equip	92,300
Physics Labs/Demo Equipment	Buchanan	4b	Equip	228,556
Geology Undergraduate Teaching Lab Upgrade	Buchanan	4c	Equip	168,200
Classroom enhancements & wireless upgrade (Business-\$280,000)	Buchanan	5	Maint	

FISCAL YEAR 2004 – PLUS BUDGET ALLOCATION REQUESTS

PLUS Budget Funding [BOLD = Permanent Allocation Request]	VP Area	Unit Priority	Request Type	Amount Requested
[Software & Labs = Equip]				
Auditorium Remodel	Buchanan	5a	Maint	150,000
Wireless Capability throughout BU	Buchanan	5b	Equip	50,000
BU 7 Refurbishment	Buchanan	5c	Maint	50,000
BU 305 Remodel	Buchanan	5d	Maint	30,000
WyGISC Servers	Buchanan	6	Equip	100,000
Engineering Equipment and Software (\$105,000)	Buchanan	7		
Machine shop mill (+\$20K college contribution)	Buchanan	7a	Equip	55,000
ActiveAero Equipment and Software	Buchanan	7b	Equip	50,000
AgEcon Marketing Lab (Agriculture)	Buchanan	8	Equip	100,000
Coe Shelving, auditorium & classrooms (Libraries, Arts & Sciences-\$103,000)	Buchanan	9		
Coe Library Shelving		9a	Equip	45,000
A&S Auditorium Projection System		9b	Equip	18,000
History Classroom Upgrades		9c	Maint	40,000
Ed Annex Remodel, Phase II	Buchanan	10	Maint	250,000
AgEcon Interactive Classrooms	Buchanan	11	Maint	260,000
Ed Annex Remodel, Phase III	Buchanan	12	Maint	200,000
<u>Buchanan - Facilities Needs (\$972,000)</u>		(not prioritized)		
Roof & Leak Repair (AHC & Art Museum)	Buchanan		Maint	525,000
Security System (AHC & Art Museum)	Buchanan		Maint	250,000
Elevator Upgrade in Ag C (Ag C & WyGISC)	Buchanan		Maint	120,000
Electrical and telecom wiring (Ag C)	Buchanan		Maint	77,000
Buchanan			Total	3,828,142
<u>Gern</u>				
Research King Air Engine Replacement	Gern	1	Equip	100,000
IENR/WYNDD Renovation	Gern	2		
Renovation of Wyo Hall 226 and 226A	Gern	2a	Maint	17,900
Renovation of Wyo Hall 211	Gern	2b	Maint	9,500
Microwave Link for High-speed Data Transfer	Gern	3	Equip	35,000
AMK Research Station Quay Wall Construction	Gern	4	Maint	30,000
Wyoming State Vet Lab Upgrade (\$70,000)	Gern	5		
State Vet Lab Renovation	Gern	5a	Maint	30,000
DAKO Automatic Immuno-staining Machine	Gern	5b	Equip	40,000
Red Buttes Laboratory Pickup Replacement	Gern	6	Equip	25,000
Gern			Total	287,400
<u>Harris – Budget & Planning Division</u>				
Classroom Scheduling Software Maintenance Agreement & IT Support (Facilities Planning)	Harris	1	Other	27,100
Web Server Upgrade (OIA)	Harris	2	Equip	9,000
Color LaserJet Printer (OIA)	Harris	3	Equip	1,800
Computer Replacements (OIA)	Harris	4	Equip	7,000
<u>Harris - University-wide Requests not tied to B&P</u>		(not prioritized)		
Classroom Equipment	Harris		Equip	82,000
Exterior Building Signage	Harris		Maint	106,700
ADA-Elevator Control Package (Fine Arts Center)	Harris		Maint	38,000
ADA-Restroom Modifications (Fine Arts Center)	Harris		Maint	20,000
ADA-Restroom Modifications(Education-Lab School)	Harris		Maint	20,000
ADA-Main Floor Restrooms (Various Buildings)	Harris		Maint	161,000

FISCAL YEAR 2004 – PLUS BUDGET ALLOCATION REQUESTS

PLUS Budget Funding [BOLD = Permanent Allocation Request]	VP Area	Unit Priority	Request Type	Amount Requested
			[Software & Labs = Equip]	
ADA-Elevator Control Packages (Various Locations)	Harris		Maint	646,000
Health-Science Relocation Costs	Harris		Other	155,000
		Harris	Total	1,273,600
Miller				
No Request		Miller	Total	0
<u>Moon - Major Equipment & Software</u>				
LED/Video Display Scoreboard (Multi-Purpose Gym)	Moon	1	Equip	115,000
Hydra Rims (Arena Auditorium)	Moon	2	Equip	21,000
t.Credit software (Ticket Office, Cowboy Joe Club, Student Union, Fine Arts)	Moon	3	Equip	22,000
Utility Service Vehicles (Concessions & facilities)	Moon	4	Equip	90,000
Cash Registers (Stadium & Arena Auditorium)	Moon	5	Equip	5,000
Heated Serving Cabinets (Stadium & Arena Auditorium)	Moon	6	Equip	27,000
Golf Carts (Football Stadium)	Moon	7	Equip	12,000
Multi-purpose Forklift	Moon	8	Equip	55,000
<u>Moon - Deferred Maintenance</u>				
Volleyball Locker/Team Room Renovation	Moon	1	Maint	120,000
Athletic Business Ofc/Conference Rm Renovation	Moon	2	Maint	35,000
Athletic Administrative Offices Refurbishment	Moon	3	Maint	40,000
Football Stadium Sound Tower Re-painting	Moon	4	Maint	25,000
Replace Panels for Stage	Moon	5	Maint	25,000
Replace Handicapped Stage Ramp	Moon	6	Maint	23,000
		Moon	Total	615,000
GRAND TOTAL REQUESTED				11,029,923
Balance Remaining				(8,221,748)

President Dubois spoke about the use of the funds that are available. Money was designated from the Plus Budget for the enrollment management office. The money is allocated on a one-time basis, and the amount is available every biennium. Trustee Spicer said he wanted to know what was requested before President Dubois gave the Board his recommendation. Vice President Harris presented the funding requests had been asked for, and indicated that the list had been winnowed down substantially. The recommendation provided at the May meeting will not exceed \$2.8 million dollars. The information is provided for the Board so they will see what issues have arisen at the UW, but doesn't go into great detail. President Dubois noted that the request under Dubois is for an additional aircraft maintenance technician. The operating money for Farm Bureau will come out of the maintenance fund, and some of it will also be used toward the purchase of the Farm Bureau. Trustee True asked Vice President Robert Aylward about the dark fiber lease and if it was an annual expense. Mr. Aylward said UW has growing problems with band-width demand and this is a one-time cost. Ongoing needs would be addressed from the cost savings.

WORK SESSION: Major Maintenance Funding, Harris

At the January meeting of the Trustees information was provided about several major maintenance projects that exceeded the capacity of the university to fund internally and the upcoming need to replace the present Student Information System. The January discussion centered primarily on the scope of projects entailed and possible funding strategies but did not make specific recommendations to address any particular item.

With the intervening time between Board meetings, it is now possible to provide recommended funding for the steam tunnel replacement and to seek Board authorization, if needed, to commit funds for this project. The recommended funding strategy for replacement of the SIS system appears in the narrative discussing that item. These recommendations may have to be revised prior to the time of the Board meeting depending upon legislative outcomes with respect to funding for the Health Sciences project and critical maintenance appropriation.

War Memorial Stadium

Structural repairs to War Memorial Stadium remain a priority but specific recommendations as to the scope of this project are presently being evaluated in conjunction with the development of the Athletic Strategic Plan. Priorities to be established within the Athletic Strategic Plan will ultimately drive various funding scenarios that may be employed in addressing the facility needs for Intercollegiate Athletics. Additional concepts relative to the stadium itself, including press box alterations, seating areas, and concourse developments have been initiated and further work will be required before specific funding recommendations can be presented.

The most likely funding scenario for this project still appears to be a legislative request to be presented at the budget session in 2004.

Steam Tunnel Replacement

At the January meeting the Board approved the alternative steam tunnel construction to replace the existing tunnel that was damaged and to extend this construction to provide a suitable structure for condensate pumps and compressors that would permit abandoning the old power plant. This project is presently under design by the Facilities Planning Office and Facilities Engineering group in Physical Plant. Construction of the project will commence this summer.

The anticipated cost for this project, subject to bids being received for the actual work, is expected to be approximately \$1.6 million exclusive of the insurance settlement that will offset some costs. It is recommended that funding for this project be taken from a first draw of critical maintenance funds to be appropriated by the legislature. As an alternative, should critical maintenance funding not be appropriated or inadequate, it is recommended that this funding be drawn from the unobligated cash balance in Federal Mineral Royalties. It is anticipated that the institution may have \$18 million within this funding source at the close of this fiscal year depending upon the legislative outcome with respect to funding construction of Health Sciences.

President Dubois noted that this briefing is to help the trustees prepare for stadium funding needs. Vice President Harris said this is a follow-up to his previous presentation at the January meeting. There are three substantial items to be funded for the next fiscal year and beyond that are necessary, but are in excess of the University's capacity to fund from the Plus Budget funding. Those items are the stadium, the steam tunnel replacement (approved the project at the last meeting) which will be bid in the summer 2003, and will use federal mineral royalties revenue and insurance reimbursement as well. The need to replace the student information system was provided as information at the previous meeting. These items are grouped as major maintenance, but it was again noted that they exceed the amount available from the Plus Budget.

President Dubois answered a question that the money to repair the stadium will come from UW's own federal mineral royalties.

Roger Baalman addressed the estimate for repairs on the stadium and noted that the upper west stadium seats are the worst, and the upper east seats are in need of repair also. The cost to repair the areas will be approximately \$2.8 million. Trustee Spicer commented that looking at the list of items makes him think that something has to be built in the next five or six years.

WORK SESSION: Student Information System, Aylward, Harris

Overview:

The University of Wyoming's Student Information System (SIS) was purchased from Pinnacle (later purchased by SCT) and installed in the 1980's. Sixteen other institutions of higher learning are currently using this mainframe-based application and many are undertaking efforts to adopt new platforms. (It is important to note that these cost estimates cover a complete SIS system replacement. There is one upgrade option that would cost significantly less. However, until the RFP process is finalized it will not be known if the upgrade option fully meets the needs of the University.)

Reasons for Considering an SIS Replacement:

- *Level of vendor support:* There are currently only 16 other higher education institutions that utilize our SIS. Financial constraints limit the number of dedicated resources the vendor can provide to support the platform. Some of those schools have already started projects to replace their system and other schools are investigating possibilities. As the number of schools using our SIS decreases, the level of support from SCT will continue to drop. SIS is an area where support is critical. Tax updates, federal regulations for financial aid and changes to federal information tracking regulations (such as FERPA and SEVIS) demand that the software be updated on a regular basis.
- *Enhancement of functionality:* To support the changing environment of higher education and the changing needs of higher education administration, it is critical that the software continue to be enhanced and modified by the vendor. Due to the age of UW's current software, less flexibility exists to accommodate changing business processes and the changing expectations of our students. Additionally, a decreasing level of vendor support causes enhancements to be released on an ever-less frequent basis. If the level of vendor support continues to decrease, UW will not be able to meet the needs of its staff and students.
- *Technical staff availability:* As personnel leave the University, it is very difficult to replace them with people who have experience with the technology on which SIS is built. Additionally, most technical employees desire to work on new technology, making recruiting even more difficult. Employee training is a time-consuming and expensive effort and, due to a lack of training opportunities available from the vendor or third parties, the training must be accomplished by existing team members.

- *System consolidation:* Over the years, many external systems have been implemented to make up for functionality shortfalls in the current SIS platform. Many of the new SIS platforms include the functionality within their core products, reducing the large number of interfaces between systems that must be maintained and reducing the total cost to the University over the long term.

Estimated Timeframes and Costs:

Significant planning and project scope definition efforts will need to be undertaken in order to provide more detailed estimates of timeframes and costs. Preliminary estimates reflect an approximate implementation time of 18-24 months to implement the functionality that exists today in SIS and a number of ancillary packages. Assuming that funding is allocated for the project, a sample timeline might be:

- *May 2003 – July 2003:* Reassemble selection committee, complete analysis of functional requirements for a new system and create and distribute a Request for Proposal (RFP)
- *August 2003 – September 2003:* Review of available products and proposals, vendor demonstrations, and conversations with and visits to similar institutions that use the products UW is reviewing
- *October 2003 – December 2003:* Product selection, price negotiations, payment cycle, ordering cycle for hardware and software
- *January 2004 – May 2005:* Implementation efforts including training, development, implementation of business processes and thorough testing

A conservative estimate, without contingencies, of the cost to complete an SIS replacement is between \$3,500,000 and \$4,850,000. The range of the estimate can be explained by different software costs (vendor-specific) and different levels of consulting help. Major components include:

- *New Hardware (\$400,000):* Although additional research is required into determining the need for new hardware, it is best to assume it will be required.

- *Application Software (\$750,000 – \$1,100,000)*: The new software will have to be purchased but the exact price will only become apparent after the RFP phase and subsequent negotiation phase. The price includes both the purchase price and the first year's maintenance for the implementation phase.
- *New Positions (\$70,000 - \$130,000)*: Assuming that new hardware is purchased, the addition of 10 new servers will necessitate the addition of a permanent server support position to the Department of Telecommunication Systems and Services within IT. Also, support for the new application will be greatly improved with the addition of another permanent programmer to the Department of Information Services within IT. This group is already stretched to maintain the current system, and the addition of new technology and new functionality will stretch the group even further.
- *Consulting Services (\$2,000,000 - \$2,600,000)*: Consultants will be required to train UW employees, enable our staff to continue critical support of the existing system during implementation, and guide us functionally and technically through the implementation.
- *Training (\$300,000)*: Technical staff will need to be trained in new technologies and functional staff will have to be trained in how the software works from a business perspective; travel for training is included.
- *Functional Backfill (\$260,000)*: Strong functional resources, familiar with UW processes and procedures and cognizant of where the University wants to go, need to be involved throughout the implementation to ensure that the system works as expected and desired. For these people to actively participate in the project, their daily jobs must be, at least in part, completed by someone else in order to avoid employee burnout.

Also attached is a breakdown of the estimated costs included in the implementation effort and an estimate of costs including implementation and a five-year period after implementation.

The conservative estimate for implementation of the product and for five years of support after implementation is between \$4,000,000 and \$6,100,000. Major components include:

- *Implementation*: See above.
- *Software maintenance costs*: These typically run from 15-25% of the original purchase price for each year you have the product.
- *Addition of new IT positions*: personnel costs make up a large percentage of the long-term support costs for a new application. To provide quality support for mission-critical applications, new staff must be added and supported on a long-term basis.

- *Upgrades:* All software products must be upgraded. This is often due to new functional requirements, but it also due to the fact that vendors will eventually drop support for old versions of their products as it is no longer cost effective for them to support them. Upgrades, as shown by the PeopleSoft upgrade projects currently underway, require new hardware, extensive training and consulting help. The estimate included in the attachment assumes that an upgrade will be undertaken in the third year after the initial implementation is complete.
- *Savings from IBM Mainframe Decommission:* As mentioned before, the current SIS system resides on an IBM mainframe. The IBM mainframe and present SIS application will have to be kept in production until all development and implementation on the replacement SIS is complete. The old SIS may need to be kept for a period of time to allow development of a data warehouse for the storage and retrieval of historical information. It is estimated that this timeframe to be 6 to 12 months after the replacement SIS is in full production. Once the SIS is removed from the IBM mainframe the only application left will be Tivoli Storage Manager (TSM). This application performs backup for most IT open systems (UNIX and NT servers). This critical function can be moved to a UNIX or AIX server and continue to use the IBM automatic tape libraries that we share with the State data center. Once this is completed the IBM mainframe can be decommissioned. Decommissioning the IBM (and the software installed on it, including SIS) and moving the TSM to a different platform will result in annual savings to the University of approximately \$550,000 while costing the University only \$110,000 up front for new hardware for TSM.

The above estimates do not, however, include any project contingency which should be included in any request for financial resources. A typical contingency factor, for budgeting purposes, is 20%. This will allow the project to have the resources to deal with unforeseen events both within and outside the direct scope of the project. Adding a contingency factor of 20% would push the implementation estimate to between \$4,450,000 and \$5,820,000. Adding the same contingency factor to the implementation plus five year's support estimate would push the estimate to between \$5,100,000 and \$7,300,000.

Reasons for Changes from Original Estimates:

In 2002, an estimate of \$3,000,000 to \$3,500,000 was provided for the implementation efforts associated with a new SIS. During the current PeopleSoft upgrade project, a number of important lessons have been learned that needed to be incorporated into the SIS estimate. Key

among those was the need for a significant amount of help from outside consultants. During the implementation, normal jobs must be attended to while implementation-specific activities are underway. One way to ensure that student services are not impacted is to bring in outside resources. Additionally, difficult functional questions and technical issues will no doubt arise during the implementation. Outside experts, familiar with the technology and the functionality of the system, can save weeks or even months of lost time through quickly getting UW past hurdles they have already experienced. This in turn will ensure that UW's staff can concentrate on serving its students while the implementation is in progress.

Key Considerations:

There are, in any software implementation, key factors that will help determine a project's success or failure. Successful completion of the following will go a long way towards making the core SIS implementation a success.

1. *Ensure executive sponsorship:* A sponsor must exist who has a stake in the project's success while also having the authority to make policy and process changes to support the implementation.
2. *Ensure that long-term financial support is available:* As discussed earlier, there is a significant cost to implementing and supporting the product long-term. The mechanisms should be in place at the beginning of the project to provide support dollars and resources for the long term.
3. *Pick the right product for UW:* A significant amount of work has already been done to identify what functionality must be included in the new system. More work will be required to complete this effort and document these needs in an RFP so that vendors can prove to UW that their product will meet our needs.
4. *Consider both functional and technical ramifications:* Of course, the system we pick must have the functionality that we require. We should, however, also incorporate the long-term technical strategy of the University as we go through the product selection. This consideration will be the job of the IT representative on the product selection committee.

5. *Negotiate price:* No vendor prices are set in stone. With the current condition of the software industry, opportunities exist for significant cost savings, both immediate and long-term.
6. *Negotiate consulting rates:* This project will require consultants to be long-term partners with UW. Long term agreements, if carefully structured, will allow us maximize the utilization of consultants. There are a number of good consulting companies in the industry that will vie for services of this magnitude, making it a good negotiating environment.
7. *Pick the right project manager:* It is an all-encompassing, extensive effort to coordinate the implementation of a product this size and with its high importance to the University. There should be one person, the project manager, who is directly responsible for the project and the resources that will be working on it. The project manager should be well experienced in large software implementations and should have a solid understanding of the workings of the University. It's recommended the project manager be an experienced IT employee.
8. *Consider functional experts' workload:* Many people from different departments across the University will be asked to participate on the implementation team. Their knowledge of UW is critical to a successful implementation. Efforts must be made to backfill for them while they are completing implementation duties. This will help ensure that they do not become overworked and do not feel the need to leave the University.

Potential Additions to Project Scope:

An additional area of interest related to a new SIS is the implementation of a student portal. A portal is a web site that brings together into one place all the information that a student is interested in. This information can be from both inside and outside the University and both the content and "look-and-feel" of the portal can be configured by the student to look just the way they want it to. Some of the advantages for the Student Affairs area are:

Recruitment - for recruitment the key is communication emails to prospective students and personalizing their "account" with their "profile" which enables UW to respond to the student from a broad cross section of offices/people across campus. Also, for new transfer students, access to On Course for transfer credit evaluations once they have submitted their transcripts. The portal can provide students with one stop shop communication including, but not limited to pertinent enrollment service announcements, Hole in the Wall access to admission, financial aid and registration information, status

and forms, e-mail, announcements, and connection with entities at UW where the student has special interest.

Continuing Students - for continuing students, the portal would give students their one-stop shop for access to Hole in the Wall access for financial aid, registration, payment and On Course degree progress information; pertinent announcements from enrollment services, from student organizations, departments and colleges. Development of a student electronic portfolio and co-curricular transcript is possible, and connection with entities at UW where the student has special interest.

Faculty, Administration and Staff - a portal could accommodate enrollment service and other institutional announcements, list serve display and connection with entities at UW where the faculty, administration and staff member has special interest; ability for classroom management for faculty including online chat rooms, calendaring functions for exams and study groups.

Preliminary estimates for the purchase and implementation of a student portal are \$128,000 - \$430,000 for the portal software, \$75,000 - \$150,000 for implementation services through the vendor, \$15,000 - \$30,000 for training and \$110,000 for hardware (dependent upon the package and functionality chosen). Based on the ranges above, on-going yearly maintenance charges for the portal software and associated hardware will be \$34,000 - \$95,000. *Please Note:* the costs for a portal have not been included in the SIS replacement costs mentioned above but are detailed in the attached spreadsheet.

The next steps towards a portal implementation will be a complete functional analysis and an RFP process to select the best vendor from the many that currently provide portal technology. The completion of the RFP process will provide much more accurate estimates as to the total cost of a student portal implementation.

Funding recommendation for replacement of SIS system:

The estimated cost for replacing the student information system, even spread over a 24-month period, would seriously impact annual budget allotments from the “plus” budget. UW currently allocates approximately \$2.8 million on an annual basis from the “plus” budget to

address campus wide priorities. Pulling from \$1.5 million to \$2.0 million on an annual basis from this allocation process to fund implementation of a new SIS system would severely impact funding for other priorities. Rather than looking to this source of funding for the SIS replacement it appears that there may be another approach to address this funding requirement that would not affect the annual “plus” budget allocation.

The university presently has unobligated Federal Mineral Royalty funds that can be dedicated to funding the Physical Plant budget thereby permitting state general fund dollars to be directed toward implementation of the SIS system. On an annual basis, approximately \$1.4 million of state general fund is allocated to the Physical Plant budget, \$5.5 million university funds and \$7.9 of FMR funds. Given the restrictions on using FMR revenue, it is possible to allocate additional FMR revenue to the Physical Plant budget and thereby release state general funds and university funds that could be applied to the SIS project. A funding substitution of approximately \$1.75 million over a 3-year period would provide the funding necessary to implement the SIS system and would not impair use of FMR revenue for future capital projects once the 3-year funding substitution was completed.

It was recommended that beginning with FY 2004 and continuing for two additional fiscal years that additional Federal Mineral Royalty revenue in an amount of \$1.75 million be allocated to the Physical Plant budget and that the state general fund and university funds released through the funding substitution be directed toward the SIS project. While the full amount of \$5.25 million will not be available within a 24-month period to meet the current project time, it may be possible to schedule the timing of certain project expenditures to accommodate the proposed funding substitution.

The spreadsheet showing the cost components of the SIS replacement is contained on the following pages.

**Project Cost Evaluation
 SIS Replacement
 Estimate Summary - DRAFT**

Project Name *SCT SIS Replacement Project*

Project Description *The complete replacement of the current mainframe-based SIS product from SCT with a to-be-determined web-based or client/server SIS application. Also includes the expenses and saving associated with the decommission of the mainframe and the costs to backfill functional resources.*

Required Completion *TBD - 2 years of implementation activities*

Chosen Application *TBD - will be from a major, stable vendor*

Implementation Cost Estimate	Estimate	Assumptions
<i>Server Hardware</i>	\$ 390,000.00	9 new servers
<i>Desktop Hardware</i>	\$ -	
<i>Network Hardware</i>	\$ 24,000.00	For new high-speed connections
<i>Server Software</i>	\$ 754,232.00	Application from major vendor (SCT, PS, Oracle, etc.)
<i>Client Software</i>	\$ -	Assume thin-client (web) application
<i>Support Personnel - Salaries (inc. benefits)</i>	\$ 69,850.00	Permanent additions to IT staff
<i>Consulting Services</i>	\$ 1,902,000.00	Full-time consultants, both technical and functional
<i>Training</i>	\$ 308,000.00	Retrain existing staff, both technical and functional
<i>Project Baseline</i>	<u>\$ 3,448,082.00</u>	
<i>Functional Backfill</i>	\$ 258,378.12	
<i>Project Estimate</i>	<u>\$ 3,706,460.12</u>	
<i>Contingency</i>	<u>\$ 741,292.02</u>	20%
<i>Estimate Including Contingency</i>	<u><u>\$ 4,447,752.14</u></u>	
 <i>Additional Considerations if Required (see detail)</i>		
	\$ 1,142,618.00	Includes additional implementation assistance, more expensive software.
<i>Contingency</i>	\$ 228,523.60	20%
<i>Estimate Including Contingency</i>	<u><u>\$ 5,818,893.74</u></u>	Includes baseline + cost of additional considerations
 <i>Portal Option (Implementation)</i>	 <u><u>\$350,000 to \$735,000</u></u>	 Costs to implement a student portal in conjunction with a new SIS

5-Year Cost Breakdown (Including Implementation Costs)	Estimate	Assumptions
<i>Server Hardware</i>	\$ (1,409,210.32)	Upgrades/replacements in Year 3; negative due to mainframe cost savings
<i>Desktop Hardware</i>	\$ -	
<i>Network Hardware</i>	\$ 24,000.00	On-going connectivity costs and upgrades
<i>Server Software</i>	\$ 1,448,096.57	Application + 20%-22% per year with 5% annual increase
<i>Client Software</i>	\$ -	Assume thin-client (web) application
<i>Support Personnel - Salaries (inc. benefits)</i>	\$ 475,113.61	Permanent additions to IT staff
<i>Consulting Services</i>	\$ 2,768,000.00	Implementation + consulting to support Year 3 software upgrade
<i>Training</i>	\$ 685,500.00	On-going training and training for Year 3 software upgrade
<i>Project Baseline</i>	<u>\$ 3,991,499.86</u>	
<i>Functional Backfill</i>	\$ 258,378.12	
<i>Project Estimate</i>	<u>\$ 4,249,877.98</u>	
<i>Contingency</i>	<u>\$ 849,975.60</u>	20%
<i>Estimate Including Contingency</i>	<u><u>\$ 5,099,853.58</u></u>	
 <i>Additional Considerations if Required (see detail)</i>	 \$ 1,838,091.88	 Includes additional implementation assistance, more expensive software.
<i>Contingency</i>	<u>\$ 367,618.38</u>	20%
<i>Estimate Including Contingency</i>	<u><u>\$ 7,305,563.84</u></u>	Includes baseline + cost of additional considerations
 <i>Portal Option (Implementation + 5 years)</i>	 <u><u>\$515,500 to \$1,208,750</u></u>	 Costs to implement and support a portal for five years

**Project Cost Evaluation
 SIS Replacement
 Estimate Detail - DRAFT**

Maintenance or On-Going Costs

Category	Description	Unit Price	Implementation Cost	Year 1	Year 2	Year 3	Year 4	Year 5	Total 5 Year Cost
Server Hardware									
	Production Server	\$ 120,000.00	\$ 120,000.00	\$ 8,400.00	\$ 8,820.00	\$ 34,261.00	\$ 9,261.00	\$ 9,724.05	\$ 190,466.05
	Test Server	\$ 120,000.00	\$ 120,000.00	\$ 8,400.00	\$ 8,820.00	\$ 34,261.00	\$ 9,261.00	\$ 9,724.05	\$ 190,466.05
	Application Servers	\$ 40,000.00	\$ 80,000.00	\$ 5,600.00	\$ 5,880.00	\$ 86,174.00	\$ 10,482.70	\$ 11,006.84	\$ 199,143.54
	Web Servers	\$ 15,000.00	\$ 60,000.00	\$ 4,200.00	\$ 4,410.00	\$ 64,630.50	\$ 7,862.03	\$ 8,255.13	\$ 149,357.65
	Spare Parts	\$ 10,000.00	\$ 10,000.00	\$ 700.00	\$ 735.00	\$ 771.75	\$ 810.34	\$ 850.85	\$ 13,867.94
	IBM Replacements Costs		\$ -	\$ -	\$ 130,450.00	\$ 21,472.50	\$ 22,546.13	\$ 23,673.43	\$ 198,142.06
	IBM Replacement Savings		\$ -	\$ -	\$ 87,663.40	\$ (587,663.40)	\$ (587,663.40)	\$ (587,663.40)	\$ 2,350,653.60
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Server Hardware SubTotal			\$ 390,000.00	\$ 27,300.00	\$ (428,548.40)	\$ (346,092.65)	\$ (527,440.21)	\$ (524,429.05)	(1,409,210.32)
Desktop Hardware									
	New Desktops	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Printers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Desktop Hardware SubTotal			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Network Hardware									
	Firewalls	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Gigabit Ethernet	\$ 2,000.00	\$ 16,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,000.00
	Racks	\$ 2,000.00	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00
	Routers/Switches	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Cabling	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Network Hardware SubTotal			\$ 24,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,000.00
Server Software									
	Operating System	\$ 200.00	\$ 800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800.00
	Relational Database	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Reporting Tool	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Backoffice Tools	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Application (Server-Side)	\$ 627,860.00	\$ 753,432.00	\$ 125,572.00	\$ 131,850.60	\$ 138,443.13	\$ 145,365.29	\$ 152,633.55	\$ 1,447,296.57
Server Software SubTotal			\$ 754,232.00	\$ 125,572.00	\$ 131,850.60	\$ 138,443.13	\$ 145,365.29	\$ 152,633.55	\$ 1,448,096.57

Client Software

Operating System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Desktop Applications (MS Office)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Application (Client-Side)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Client Software SubTotal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Support Personnel - Salaries (inc. benefits)

Operating System & Hardware	\$ 69,850.00	\$ 69,850.00	\$ 73,342.50	\$ 77,009.63	\$ 80,860.11	\$ 84,903.11	\$ 89,148.27	\$ 475,113.61
Relational Database	\$ 69,850.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Desktops	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Application Developers	\$ 57,150.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Support Personnel - Salaries SubTotal

\$ 9,850.00	\$ 73,342.50	\$ 77,009.63	\$ 80,860.11	\$ 84,903.11	\$ 89,148.27	\$ 475,113.61
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Consulting Services

Operating System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Hardware	\$ 2,400.00	\$ 12,000.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 24,000.00
Relational Database	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Functional Experts	\$ 6,000.00	\$ 624,000.00			\$ 312,000.00			\$ 936,000.00
Application Developers	\$ 6,000.00	\$ 936,000.00	\$ 24,000.00	\$ 24,000.00	\$ 312,000.00	\$ 24,000.00	\$ 2,000.00	\$ 1,344,000.00
Interfaces	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trainers	\$ 6,000.00	\$ 60,000.00	\$ -	\$ -	\$ 30,000.00	\$ -	\$ -	\$ 90,000.00
Travel Expenses by Vendor	\$ 1,000.00	\$ 270,000.00	\$ -	\$ -	\$ 104,000.00	\$ -	\$ -	\$ 374,000.00

Consulting Services SubTotal

\$1,902,000.00	\$ 26,400.00	\$ 6,400.00	\$ 60,400.00	\$ 26,400.00	\$ 26,400.00	\$ 2,768,000.00
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Training

Operating System	\$ 500.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 17,500.00
Hardware	\$ 500.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 17,500.00
Relational Database	\$ 500.00	\$ 10,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 22,500.00
Application Development	\$ 500.00	\$ 100,000.00	\$ 20,000.00	\$ 20,000.00	\$ 50,000.00	\$ 20,000.00	\$ 20,000.00	\$ 230,000.00
Interface Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Super Users	\$ 500.00	\$ 100,000.00	\$ 25,000.00	\$ 25,000.00	\$ 50,000.00	\$ 25,000.00	\$ 25,000.00	\$ 250,000.00
End Users	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel Expenses for Training	\$ 25.00	\$ 88,000.00	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00	\$ 10,000.00	\$ 10,000.00	\$ 148,000.00

Training SubTotal

\$ 308,000.00	\$ 62,500.00	\$ 62,500.00	\$ 127,500.00	\$ 62,500.00	\$ 62,500.00	\$ 685,500.00
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Project Baseline	\$3,448,082.00	\$ 315,114.50	\$(130,788.18)	\$ 761,110.59	\$(208,271.81)	\$(193,747.24)	\$3,991,499.86
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Functional Areas - Staff Backfill Requirements

Functional Backfill: Office of the Registrar	\$ 94,366.27							\$ 94,366.27
Functional Backfill: Student Financial Aid	\$ 27,963.94							\$ 27,963.94
Functional Backfill: Admissions	\$ 30,486.46							\$ 30,486.46
Functional Backfill: Student Financial Services	\$ 40,144.10							\$ 40,144.10
Functional Backfill: Student Financial Services	\$ 33,393.36							\$ 33,393.36
Functional Backfill: Student Financial Services	\$ 11,002.99							\$ 11,002.99
Functional Backfill: Student Financial Services	\$ 21,021.00							\$ 21,021.00
Backfill SubTotal	\$ 258,378.12							\$ 258,378.12
Project Estimate	\$3,706,460.12	\$ 315,114.50	\$(130,788.18)	\$ 761,110.59	\$(208,271.81)	\$(193,747.24)		\$ 4,249,877.98

Additional Considerations -- Expanded Implementation

Additional Consulting: Functional	\$ 6,000.00	\$ 468,000.00			\$ -			\$ 468,000.00
Additional Consulting: Technical	\$ 6,000.00	\$ 156,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156,000.00
Additional Travel: Consultants	\$ 1,000.00	\$ 104,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 104,000.00
New Staff: Application Developer	\$ 7,150.00	\$ 57,150.00	\$ 60,007.50	\$ 63,007.88	\$ 66,158.27	\$ 69,466.18	\$ 72,939.49	\$ 388,729.32
Additional Cost: Application	\$297,890.00	\$ 357,468.00	\$ 59,578.00	\$ 65,856.60	\$ 72,449.13	\$ 79,371.29	\$ 86,639.55	\$ 721,362.57
Additional Considerations SubTotal		\$1,142,618.00	\$119,585.50	\$ 128,864.48	\$ 138,607.40	\$ 148,837.47	\$ 159,579.04	\$ 1,838,091.88
Project Estimate	\$ 4,849,078.12	\$ 434,700.00	\$ (1,923.70)	\$ 899,717.99	\$ (59,434.35)	\$ (34,168.19)		\$ 6,087,969.87

Vice President Aylward spoke about the new SIS system and commented that it is complicated beyond PeopleSoft. He spoke about the problems with the old SIS system, and noted that the support has declined which could affect financial aid in a detrimental way. He also said the costs have been estimated conservatively to look at what is more likely to occur at the upper end. The consulting services are extremely expensive and this will budget enough money to address those costs, which are absolutely essential. The other thing to be aware of is functional backfill and to cover full-time positions that are located in financial services. There is a 20% contingency built in. The portal option is one that will actually go into the RFP plans. It is an enhancement for recruitment and retention.

President Dubois discussed the project funding sources sheet next. He noted that one of the policy decisions is how big do the reserves need to be. Vice President Miller said that the schools keep about 15% of their operating budget in reserve. Net tuition revenues, etc. can be used to refill the reserves. Vice President Harris and President Dubois want to know what level the Board sees as prudent to maintain in the reserves. He has worked hard on UW not going to go to the legislature every time funding is needed.

President Dubois also said he wanted the Board to be comfortable with moving ahead on the health sciences building, daycare facility, steam tunnel, and the farm bureau building. Trustee Spicer said that some type of decision on planning will need to occur on the stadium. He said that the Board is able to see how they will structure projects down the road. Vice President Harris explained this is a static picture estimated as of the end of this year and doesn't take into account any increases in revenue. Trustee Rounds said she was concerned that there are only two people that work at SCT who can maintain the system. Trustee Schaefer asked if the system is upgraded, would it improve. Vice President Aylward said it will undoubtedly improve.

President Dubois noted that UW needs to deal with some of these needs by drawing down the reserves and discussed what the percentage number needs to be.

WORK SESSION: 1st Complete Draft of Athletic Plan, Dubois, Moon

President Dubois provided detail on the draft of the athletic plan. He noted that the discussion started because of the recognition that UW has received in for Athletics. He reviewed handouts that were provided to the Board on where UW falls in the different sports. The question of financing this plan on the operational side is still up for discussion and the discussion on facilities is open. He asked for guidance on where the Board would like to head with this and how ambitious. Trustee Schaefer noted that he doesn't see how UW would proceed to generate the funds for this budget. The combination for this might be state funds, university funds, and private funds as well as the possibility of raising money through the legislature. Trustee Haynes spoke about how more money would improve the areas, and if this is an experience that UW can draw on. He does not feel that UW is being frivolous in what expenditures they need. President Dubois asked for guidance from the board on the operational side of making this plan work and on the facilities side, he'd like UW to invest the \$50,000 to do the market study. Members of the Board suggested that the study be done and the Board speak with people in the state to share what has been done and receive ideas on how to accomplish this. Trustee Richards talked about the academic plan disbursement, and noted that she'd like to see the same process occur in sharing the athletic plan. Other trustees noted the influence of the athletic plan on students coming to UW. Director Lee Moon was asked to share the document on changing from Division I to Division II with the new trustees. Trustee Rounds talked about her experience with the pride Evanston has in UW and the Division I status. Trustee Willson asked about harder data on the attendance in the most recent successful figures at the WAC, and including it in the plan. President Dubois confirmed that he will explore a market study and if sensible, the language in the plan will be reinforced to include some successes. He will return to the Board in September

with additional information regarding the study. Director Moon introduced Associate Director Barbara Burke to the new trustees.

WORK SESSION: Residence Life Long-range Facilities Plan Update, Brigman, Harris

At the January meeting of the Trustees, Beth McCuskey, director of Residence Life & Dining Services (RD&LS), presented the University's Long Range Residential Facility Plan. This plan is based on recommendations from Ira Fink and Associates who conducted a thorough review of UW's residential facilities. In response to the Board's request, the RL&DS staff has continued to consult with staff in UW's Budget and Planning Office, Facilities Planning Office, Division of Administration and Finance, the Vice President of Student Affairs and the President to develop a plan of action.

After a thorough review of the cost-benefits of various options and plans for the four high-rise facilities within the Washakie Complex, the renovation plan, sequence and work on these residential facilities are in the following order:

- McIntyre Hall—life safety, building systems, and interiors: \$5.1M
- Orr Hall—life safety, building systems, and interiors: \$3.5M
- Downey Hall—life safety, building systems, and interiors: \$3.4M
- White Hall—major modification to hotel-style rooms on all floors: \$16M

This proposal to the Board includes developing the renovation plans for McIntyre, Orr, and Downey Halls during FY04, which would be a single design package for these similar halls. The cost of the renovations for the first two buildings would be packaged into one bond issue scheduled for spring 2004. Construction would begin with McIntyre Hall in the summer of 2004 and for Orr Hall in 2005.

Following the initiation of the construction in McIntyre and/or Orr Halls, the construction documents for White Hall would be developed. The cost of renovations of White and Downey

Halls would be incorporated into a second bond package with a request to the Board to issue these bonds in spring 2006 and construction to begin no sooner than summer of 2006.

For the March 2003 Board of Trustees meeting, it is requested that the Trustees authorize this renovation plan for the four UW high-rise residence halls and approve the solicitation of design firms for the plans to renovate McIntyre, Orr, and Downey Halls. Future approval of design agreements and construction documents will be sought from the Board at the appropriate times within the planning cycle.

President Dubois explained the operation of residence halls and student services, noting that they are self-sustaining operations and do not receive state funds. The renovations being discussed are to be funded from bonds to be issued and paid for from residence and food service contracts. Dr. Brigman noted that this proposal has been discussed in-depth, and handouts were provided for the Board for their review. Beth McCuskey, Director of Residence Life and Dining Services, discussed information on costs for the residence hall renovation. Ms. McCuskey provided a brief history on the residence halls and other living operations under her supervision. The plan is to remodel the four Washakie Halls at a cost of approximately \$17 million to address life-safety issues, sprinkler systems, ADA needs and electrical distributions to the buildings. They are also proposing to spend \$11 million to convert White Hall to a hotel-style facility. The complete renovation would cost about \$16 million, to allow for the same type of necessary upgrades as previously noted. Another portion of the proposal is the Hill-Crane complex, which they would consider an option at the end of the other renovations. The apartment areas would require \$4.7 million to accomplish similar improvements in two apartment complexes, and replacing some of them in 2007. To fund this plan, UW would need to bond approximately \$23

million, which would be done over two periods, and also expend about \$5 million out of their reserve. The apartment renovations would be paid as they went with any surplus revenues and some capital construction fund availability that could be used. The Hill-Crane and Summit View improvements would be considered down the road. Next spring, they would want to issue revenue bonds for \$8.6 million to fund McIntyre and Orr. In summer 2006, they would again review if they could issue bonds for White and Downey for \$19.4 million. To begin to move forward, she asked the Board for approval to issue a request for qualifications to move forward with the selection of a design firm.

Board members asked what the cost would be for a design firm, and Roger Baalman indicated that it would be approximately 10-12% of the construction cost, or about \$750,000. The cost would be paid for out of the cash reserves initially, reimbursing themselves from the bond proceeds, and then using cash again for the next round of drawings, repeating the process, and then at the end using the cash to pay for the project. They need approval to spend the money for the drawings. The funds are located in their Section II budget. A resolution needs to be adopted for this item. Questions were asked about the residence hall occupancy rate. Other questions included what was the reduction in numbers would be, and they could house about 2100 students when the renovation was done. Current housing numbers are about 2900 students, and they are currently housing 2000 students. Other questions were asked about the reserve account and Ms. McCuskey noted that they have about \$8 million which also supports their operating budget as well, so they will do not want to draw it down too far. She noted that the income from the Section II budgets goes into the General Fund, so they do not use the interest, but use the actual funds. President Dubois noted that in the business meeting, he would like to

know what number was identified for the trustees to approve. Trustee President Hunt clarified that the board needs to have a dollar amount for the budget and the source.

WORK SESSION: Acquisition and Utilization of Farm Bureau Building, Harris

Mountain West Farm Bureau is in the process of building a new home office building in Laramie. It is anticipated that this facility will be completed this summer and their present facility at 406 South 21st street is for sale. The university is interested in this property because the facility contains approximately 28,000 square feet of space configured primarily for office use.

The need for additional space is driven by several factors. Administrative space requirements, while not driven by increased numbers, are such that some functions and operations cannot be placed in locations adjacent to one another for efficient operational purposes. Similarly, grant-funded programs that do not require laboratory space continue to stretch available space on the main campus. Additional administrative space is desirable in Old Main, for example, but space is unavailable. Similarly, it would be advantageous to have adjacent office locations for several units such as Information Technology but neither space in Old Main or Iverson can presently accommodate such a move. With the eventual razing of Merica Hall, additional administrative space, as well as academic space, will need to be secured. Some administrative functions presently located in Merica Hall may not need to be located on campus but the academic functions (e.g. Honors Program) will need to remain campus based.

Additional need for space also exists because of the program growth. The Wyoming Statistical Analysis Center continues to grow and their space requirements have necessitated leasing approximately 4,900 square feet of space in the Civic Center. The WIND program, while scheduled to be located in the Health Sciences Center upon completion of that project, has office space in the Iverson Building, off campus and in the old Biochemistry building. Finally, it should be noted that vacating the Biochemistry building for the twenty four month renovation

will require office space for approximately 40 people within Health Sciences. From both a short term and long term perspective it would be desirable to have additional university space for administrative or other office use.

Specific assignment of space within the Farm Bureau Building will be determined through a needs assessment and recommendations provided to the President by the Cabinet. Utilization of this facility will be guided by several overarching principles. The Capital Facilities Plan 2002-2007 anticipates several major construction projects over the next five-year period. While not all projects will necessitate temporary relocation of offices, to the extent that such a need exists, some space within the Farm Bureau Building should be available to address this need. In addition to providing flex space for construction and renovation projects, space assignments within the Farm Bureau Building should primarily be used for administrative, support units, or grant-funded projects that will not require frequent personal interaction with others on campus in order for them to conduct their daily business. Potential functions that may fit these criteria include, but are not limited to, Information Technology, Facilities Planning, Survey Research Center, the Wyoming Statistical Analysis Center, or similar functions. Finally, overall configuration and utilization of the FB building should consider whether some space in the facility may be leased to other university affiliated tenants such as technology spin-off companies or even other non-university tenants to the extent the space is not needed for university purposes.

Various options are being considered to address both the initial facility acquisition cost and the costs associated with integrating this building into the campus infrastructure. The most viable approach to funding the acquisition and initial infrastructure improvements needed to connect data and voice to the main campus seems to be combination of funding through

available Federal Mineral Royalty (FMR) revenue and bank financing. Depending upon the final purchase agreement, it is feasible to draw approximately \$1.3 million of FMR revenue in FY 2004 to fund acquisition and installation of the data and voice network to the campus. The balance of funds required for the acquisition may be bank financing for a period of five years with annual repayment being derived from “plus” budget allocations or tuition revenues. The preliminary estimate to install voice and data connections will entail the expenditure of approximately \$113,000. Once the building is being utilized by university personnel, an additional budget allocation of approximately \$100,000 per year will be required to fund utility and maintenance costs for the facility. These costs should be built into the Physical Plant budget through the annual budget development process.

The University is currently negotiating with Mountain West Farm Bureau for the purchase of their building. It is anticipated that a purchase agreement will be finalized, at least in principle, by the time the Trustees convene for the March meeting, and authorization to proceed with the purchase may be requested at that time. It is further anticipated that the parties would close on the purchase of the building at the earliest possible date to allow the University time to complete work necessary to connect the building to the University’s fiber optic backbone system for communications. The University, however, would lease the building back to Mountain West until their new facility was ready for occupancy, which is expected to be mid-June.

Additionally, the University has solicited proposals for bank financing from each of the six banks located in Laramie, and a financing structure will be in place for purchase of the property sometime in March, pending Board approval.

In summary, the need for additional office space both in the short term and long term can be addressed with the acquisition of the Farm Bureau Building. Given the location, condition of

the facility, and the availability later this summer, this would be an ideal fit for university purposes.

Vice President Harris noted that he is working on locating departments in alternate areas for the move. He noted that Farm Bureau fits the needs for office space, and he has developed some of the ideas to relocate some departments into that facility. Vice President Baccari has been working on the acquisition of the property and the financing. Mr. Harris noted that he had planned to earmark about \$1.2 million of federal mineral royalties for the initial acquisition of the building, with some funds being borrowed for the remainder. President Dubois talked about the proposal of taking out a 5-year bank loan for this purchase. Mr. Baccari spoke about the proposals he has received for funding from about six of the local banks in town. He is requesting a motion to authorize the purchase of the building, and that is not on the agenda. Purchasing the building will eliminate the need for some of the space that is currently leased around town for UW programs. The telecommunications bid is part of what is earmarked in the federal mineral royalties budget. The lower level of Farm Bureau is the only place to gain access to the building, and does not meet ADA requirements for a lift. A lift may add \$25,000 to the cost of purchase. Trustee President Hunt asked more about the configuration of the building and how many people can work in there. Mr. Baccari said about 27,000 sq. ft. is available for office space, and could house about 100 people comfortably. It's configured into office space, with several large conference rooms, file storage, etc. The furniture is being left behind as part of the purchase. The purchase agreement is based on the appraisal value plus the cost of the lot to the south of it. Trustee Scheafer asked for clarifications on the expenses of \$2.25 million for the building and parking lot, as well as telecommunications costs. UW does not plan to bond for this purchase, but will use some of the unobligated cash from UW's cash balance, and take out a five-year loan

to pay off the remaining \$1,000,000. Mr. Baccari signed a memo of understanding yesterday that UW will purchase it, subject to the approval of the Board. President Dubois said the good news is that UW can sell or lease the building in the future.

Trustee President Kathy Hunt noted that the Board has discussed being able to free up some of the flow of money in other area in the community from leases currently held, and wondered if UW had a sense of what those savings would be. The information is available and will be provided to the Board. The Board hopes that the savings from leases will offset the cost of the purchase.

WORK SESSION: Tuition and Fees for Fall 2003 Review, Harris

Vice President Harris spoke about the proposed tuition and fees, and explained the request for the benefit of the new members of the Board. The restructuring is to address inequities in the billing for the credits students take. He provided more information on the costs to students under the new plan, and explained that he cannot predict what costs will occur, as he does not know the demand.

President Dubois noted that the 3% tuition adjustment is to keep a constant minimal increase in tuition. UW is trying to keep tuition costs constrained. Community college increases this year will probably be 4%. Trustees noted they are pleased with the gradual tuition increases rather than a major one. Dr. Willson asked about the refund policy, and Mr. Harris noted that students will pay for the tuition costs up front, and within the drop-add period, someone can withdraw. Impact on refunds will need to be addressed. President Dubois said the refund schedules depend on whether or not UW has financial aid or not. He noted that the staff have been phenomenal in working on this new system.

WORK SESSION: Explanation of Bond Documents, Baccari

Vice President Dan Baccari and Mr. Terry Casey of Dain Rauscher presented an overview of the Series 2003 bond issue to refinance the Series 1993 bonds. Bond documents for the refunding issue, which the Trustees will be asked to approve, were described for the information of the Trustees.

The presentation also included discussion of plans to issue bonds to pay for construction of the Health Sciences project and the Childcare Center if it becomes necessary for the University to finance these projects.

Vice President Baccari first directed the Board's attention to two documents that were at the table: the POS or Preliminary Official Statement, and second, the pricing book. This is a refunding issue that was authorized by the Board previously, and the work has been completed. The team who did the work included Mr. Terry Casey, Dain Rauscher, who is the banker, and also bond counsel, Barbara Bonds, who was unable to attend. Mr. Baccari said that he wanted to talk to the Board about the issue and the legal documents that will need to be signed before the officers of the Board leave.

This is a refunding issue on the outstanding 1993 series bonds, and no new money is included. UW saved almost \$500,000 by refunding this issue. Mr. Casey noted that the POS details the structure of the university's debt, and rates were quite a bit lower at this time. He noted that UW has four outstanding debt issues currently, and will be able to use more revenue in the not-too-distant future as it becomes freed up in the next 5-6 years. All university debt is qualified and covered by municipal bond insurance.

RECOGNITION: *UWyo Magazine* Staff, CASE Gold Award Recipient, Dubois

In 1998, I asked members of my staff to explore the feasibility of developing a new university magazine that could serve as our premier means of communicating to alumni and friends of the university. One of my guiding principles was to make sure that – if we started down this road – we would be committed to publishing one of the best university magazines in the United States.

Since fall 1999, a small group of people has worked hard to bring this goal to reality. I want to recognize three of them today. From the first issue, Ted Brummond's outstanding photography has brought the University of Wyoming to life on the printed page. Paula Wilson-Cazier developed a beautiful, classic, look for the magazine, evolving its design through 14 issues and spending many long hours at the printer to ensure that *UWyo* always looks good. Pat Davarn, *UWyo*'s founding editor, left our university in 2000 to help nurture his wife's career, but the magazine didn't miss a beat under current editor David Eisenhauer. David has skillfully marshaled a dedicated group of university staff employees and alumni into a core group of writers and copy editors who make *UWyo* a pleasure to read four times every year.

These folks have met my goal of publishing one of the best university magazines in the United States. The Council for Advancement and Support of Education, Region 6 – which stretches from Iowa and Missouri in the east through Wyoming in the west; from the Dakotas in the north through Colorado in the south – in January awarded *UWyo* magazine its top honor for overall excellence, the only such award to a public institution within the region.

RECOGNITION: Aura Newlin, All-USA College Academic Team, Dubois

Two years ago, we had the pleasure of honoring Kara Calvert, then ASUW president and an ex-officio member of this board, for the honor of being selected by USA Today for its 2001 All-USA College Academic Second Team. That was, we noted, quite an achievement and a significant reflection on the educational opportunities for students at the University of Wyoming.

Just a few weeks ago, another UW student – like Kara, a native of Riverton – went one better. Aura Newlin, a fall 2002 graduate with a major in ethnomusicology and minors in music and Spanish, was one of only 20 students nationwide named by USA Today to its 2003 All-USA College Academic First Team.

Among her achievements, Aura is best known for her research on the Peruvian Panpipe and its music. Aura co-founded and directs the 15-member *Sikuris de Wyoming* panpipe ensemble. This group has produced a CD, performed regionally and plans to participate in South America's premier Peruvian panpipe festival. Aura plans to continue her panpipe music and eventually attend graduate school.

Aura's accomplishment is a signal honor that reflects great credit upon her parents, her teachers in Riverton and at the University, and most particularly upon herself.

EDUCATION: Legislative Update, Miller

Vice President Miller gave a legislative update, noting that the Board will have the request in September to be approved for next year's session. UW began during the summer to prepare this information and worked very hard on capital facilities issues for this session. UW had advised the legislature previously that a budget adjustment would not be requested, and no adjustment was requested. He noted that at no time did anyone say the college of Health Sciences was not worthwhile—the issue was how to pay for it. UW did not want to use all current bonding authority for this project, which is a first priority. The second priority was for major maintenance. The formula-funding concept was adopted and funded at 50% level, rather than the 25% proposal.

Health insurance had two principals: it encouraged the decision to address the systemic problems in the current plan, and because of the nature of the budget process, has had to deal with this issue over and over again. The legislature approved the Business Technology incubator for \$240,000 to keep the building drawings moving ahead. He also mentioned the authority granted to get bonding authority without having to go to the legislature each time. The other program that benefited was the Nursing program. The legislature is receptive to the University's work and likes the planning process.

Trustee Schaefer commented that he appreciates Vice President Miller's work, and that he and President Dubois have brought credibility to UW.

EDUCATION: Enrollment Updates, Brigman, Axelson

Fall 2002 – End of Semester Report

Total student headcount enrollment at the end of the fall semester 2002 was 12,766, up 364 students (+3%) from the previous fall. Full-time undergraduate enrollment increased while full-time graduate and professional numbers dropped slightly, resulting in an overall increase of 205 (+2%) full-time students. American Indian/Alaska Native student enrollment increased from 125 to 141 (+13%), African American students increased from 104 to 116 (+12%) and International students increased from 321 to 349 (+9%) from fall 2001 to fall 2002.

Spring 2003 – 15th Day of the Semester

Student enrollments at the University of Wyoming for the spring of 2003 are provided in the nine tables of this report. In addition, the numbers of students on the 15th class day of the spring semester for 2003 are compared to the numbers for spring semester of 2002.

Total UW Enrollment (Tables 1 – 2):

The University of Wyoming enrolled 11,637 students for the spring semester of 2003 or 221 students (+2%) more than during the previous spring semester. UW students were registered for 135,481 credit hours on the 15th class day or 1,536 hours more than the previous spring; undergraduates were registered for 115,623 hours or 85 percent of the credit hours and an increase of 2,023 hours more than the previous spring semester.

Highlights of the student enrollment at the University of Wyoming for spring 2003 are as follows:

- Seniors comprise the largest class at UW this spring with 2,917 students; among the undergraduate classes, the sophomore and junior class had the largest percentage increase of approximately five percent each.
- UW's Laramie campus enrolled 9,350 students for a slight increase of one percent more than spring semester 2002.
- Ethnic minority enrollment continued to grow with 925 ethnic minority students enrolled this spring, 30 students (+3%) more than the previous spring. The largest groups of ethnic students at UW are Hispanics (n=369) and Biracial (n=221), with the largest percentage increase among the American Indian students (+7.9%).
- Non-degree graduate students continue to increase and recorded 939 students this spring (+3%).
- Enrollment in UW's Outreach credit programs increased to 2,287 students or +6 percent more than the previous spring semester. Outreach students are equally divided between undergraduates (n=1,179) and graduate students (n=1,108). Ethnic minority student enrollment in the Outreach programs grew by nearly 7% to 162 students.

Table 1a. UW Enrollment Comparisons, Spring 2002 and 2003

	2002		2003		Change	
	Number	Percent	Number	Percent	Number	Percent
Total Students	11,416		11,637		221	1.9%
Classification						
Freshmen	1,567	13.7%	1,572	13.5%	5	0.3%
Sophomores	1,533	13.4%	1,614	13.9%	81	5.3%
Juniors	1,788	15.7%	1,884	16.2%	96	5.4%
Seniors	2,861	25.1%	2,917	25.1%	56	2.0%
Second Bachelors	361	3.2%	370	3.2%	9	2.5%
Non-degree undergrads*	468	4.1%	402	3.5%	-66	-14.1%
[Undergraduates Subtotal]	8,578	75.1%	8,759	75.3%	181	2.1%
Graduates	1,504	13.2%	1,519	13.1%	15	1.0%
Non-degree graduates	909	8.0%	939	8.1%	30	3.3%
Professional	425	3.7%	420	3.6%	-5	-1.2%
[Graduate Subtotal]	2,838	24.9%	2,878	24.7%	40	1.4%
Gender						
Males	5,181	45.4%	5,274	45.3%	93	1.8%
Females	6,235	54.6%	6,363	54.7%	128	2.1%
Ethnicity						
Caucasian	9,524	83.4%	9,700	83.4%	176	1.8%
Hispanic/Chicano	358	3.1%	369	3.2%	11	3.1%
Asian/Pacific Islander	114	1.0%	108	0.9%	-6	-5.3%
American Indian/Alaskan Native	114	1.0%	123	1.1%	9	7.9%
African American	102	0.9%	104	0.9%	2	2.0%
Biracial/Other Ethnicity	207	1.8%	221	1.9%	14	6.8%
[Minority Subtotal]	895	7.8%	925	7.9%	30	3.4%
International	319	2.8%	350	3.0%	31	9.7%
Unknown	678	5.9%	662	5.7%	-16	-2.4%
Instructional Location (Adjusted)**						
Laramie Campus	9,257	81.1%	9,350	80.3%	93	1.0%
Outreach School						
UW/CC	511	4.5%	488	4.2%	-23	-4.5%
All Other Sites	1,648	14.4%	1,799	15.5%	151	9.2%
Attempted Hours	133,945		135,481		1,536	1.1%
Undergraduate	113,600	84.8%	115,623	85.3%	2,023	1.8%
Graduate	13,463	10.1%	13,183	9.7%	-280	-2.1%
Professional	6,882	5.1%	6,675	4.9%	-207	-3.0%

*Includes high school & college guests, exchange students, & non-degree undergraduates.

**The Spring 2002 sites are adjusted to reflect sites on screen 111.

Based on census day counts for February 11, 2002 and February 10, 2003.

Source: Office of Institutional Analysis, P03.038

Date: February 12, 2003

Table 1b. UW Outreach Enrollment Comparisons, Spring 2002 and 2003 - Day 15

	Adjusted 2002**		2003		Change	
	Number	Percent	Number	Percent	Number	Percent
Total Students	2,162		2,287		125	5.8%
Classification						
Freshmen	16	0.7%	20	0.9%	4	25.0%
Sophomores	56	2.6%	62	2.7%	6	10.7%
Juniors	212	9.8%	258	11.3%	46	21.7%
Seniors	431	19.9%	490	21.4%	59	13.7%
Second Bachelors	61	2.8%	75	3.3%	14	23.0%
Non-degree undergrads*	337	15.6%	274	12.0%	-63	-18.7%
[Undergraduates Subtotal]	1,113	51.5%	1,179	51.6%	66	5.9%
Graduates	252	11.7%	279	12.2%	27	10.7%
Non-degree graduates	797	36.9%	829	36.2%	32	4.0%
Professional	0	0.0%	0	0.0%	0	--
[Graduate Subtotal]	1,049	48.5%	1,108	48.4%	59	5.6%
Gender						
Males	553	25.6%	527	23.0%	-26	-4.7%
Females	1,609	74.4%	1,760	77.0%	151	9.4%
Ethnicity						
Caucasian	1,783	82.5%	1,873	81.9%	90	5.0%
Hispanic/Chicano	65	3.0%	61	2.7%	-4	-6.2%
Asian/Pacific Islander	12	0.6%	15	0.7%	3	25.0%
American Indian/Alaskan Native	37	1.7%	44	1.9%	7	18.9%
African American	12	12.0%	17	0.7%	5	41.7%
Biracial/Other Ethnicity	26	1.2%	25	1.1%	-1	-3.8%
[Minority Subtotal]	152	7.0%	162	7.1%	10	6.6%
International	1	0.0%	9	0.4%	8	800.0%
Unknown	226	10.5%	243	10.6%	17	7.5%
Instructional Location						
Outreach School Total	2,159		2,287		128	5.9%
UW/CC	511	23.6%	488	21.3%	-23	-4.5%
All Other Sites	1,648	76.2%	1,799	78.7%	151	9.2%
Attempted Hours	10,465		11,191		726	6.9%
Undergraduate	7,436	71.1%	7,923	70.8%	487	6.5%
Graduate	3,029	28.9%	3,268	29.2%	239	7.9%

*Includes high school & college guests, exchange students, & non-degree undergraduates.

**The Spring 2002 sites are adjusted to reflect sites on screen 111.

Based on the 15th day of the semester.

Source: Office of Institutional Analysis, P03.038

Date: February 12, 2003

Table 2. Ethnic Distribution of Students, Spring 2002 and Spring 2003

	2002		2003		Change	
	Number	Percent	Number	Percent	Number	Percent
Undergraduate	8,578		8,759		181	2.1%
Caucasian	7,263	84.7%	7,450	85.1%	187	2.6%
Hispanic/Chicano	298	3.5%	317	3.6%	19	6.4%
Asian/Pacific Islander	86	1.0%	85	1.0%	-1	-1.2%
American Indian/Alaskan Native	92	1.1%	93	1.1%	1	1.1%
African American	89	1.0%	89	1.0%	0	0.0%
Biracial/Other Ethnicity	158	1.8%	181	2.1%	23	14.6%
[Minority Subtotal]	723	8.4%	765	8.7%	42	5.8%
International	116	1.4%	128	1.5%	12	10.3%
Unknown	476	5.5%	416	4.7%	-60	-12.6%
Graduates	2,413		2,458		45	1.9%
Caucasian	1,918	79.5%	1,893	77.0%	-25	-1.3%
Hispanic/Chicano	49	2.0%	40	1.6%	-9	-18.4%
Asian/Pacific Islander	11	0.5%	11	0.4%	0	0.0%
American Indian/Alaskan Native	19	0.8%	27	1.1%	8	42.1%
African American	11	0.5%	14	0.6%	3	27.3%
Biracial/Other Ethnicity	40	1.7%	31	1.3%	-9	-22.5%
[Minority Subtotal]	130	5.4%	123	5.0%	-7	-5.4%
International	197	8.2%	216	8.8%	19	9.6%
Unknown	168	7.0%	226	9.2%	58	34.5%
Professionals	425		420		-5	-1.2%
Caucasian	343	80.7%	357	85.0%	14	4.1%
Hispanic/Chicano	11	2.6%	12	2.9%	1	9.1%
Asian/Pacific Islander	17	4.0%	12	2.9%	-5	-29.4%
American Indian/Alaskan Native	3	0.7%	3	0.7%	0	0.0%
African American	2	0.5%	1	0.2%	-1	-50.0%
Biracial/Other Ethnicity	9	2.1%	9	2.1%	0	0.0%
[Minority Subtotal]	42	9.9%	37	8.8%	-5	11.9%
International	6	1.4%	6	1.4%	0	0.0%
Unknown	34	8.0%	20	4.8%	-14	-41.2%
Total (Includes Non-degree)	11,416		11,637		221	1.9%
Caucasian	9,524	83.4%	9,700	83.4%	176	1.8%
Hispanic/Chicano	358	3.1%	369	3.2%	11	3.1%
Asian/Pacific Islander	114	1.0%	108	0.9%	-6	-5.3%
American Indian/Alaskan Native	114	1.0%	123	1.1%	9	7.9%
African American	102	0.9%	104	0.9%	2	2.0%
Biracial/Other Ethnicity	207	1.8%	221	1.9%	14	6.8%
[Minority Subtotal]	895	7.8%	925	7.9%	30	3.4%
International	319	2.8%	350	3.0%	31	9.7%
Unknown	678	5.9%	662	5.7%	-16	-2.4%

Based on census day counts for February 11, 2002 and February 12, 2003.

Source: Office of Institutional Analysis, P03.038

Date: February 12, 2003

New Students (Tables 3 – 5):

The University of Wyoming received 969 applications for admissions to begin spring 2003 or an increase of 141 (+17%) prospective students; 639 new students enrolled at UW for a yield rate of 66%.

- UW enrolled 16% more new freshmen (n=65) and 4% more new transfer students (n=380) than in the spring of 2002.
- The 380 new transfers are predominantly from Wyoming (67%) and two primary feeder institutions—Casper College (n=54) and Laramie County Community College (n=46). The largest increase in new transfers was from Northern Wyoming Community College (Sheridan) with 20 students more, for a total of 33 students.
- Among the new transfer students, 11.3% are ethnic minorities.

Table 3. New Student Applications and Yields Report - Day 15

	Spring 2002	Spring 2003	Change	
			Number	Percent
Completed Applications Received	828	969	141	17.0%
Freshmen	93	117	24	25.8%
Transfer	501	552	51	10.2%
Other undergrads	20	21	1	5.0%
Graduate	213	278	65	30.5%
Professional	1	1	0	0.0%
Applicants Admitted	782	898	116	14.8%
Freshmen	86	101	15	17.4%
Transfer	476	532	56	11.8%
Other undergrads	20	20	0	0.0%
Graduate	199	244	45	22.6%
Professional	1	1	0	0.0%
Applicants Enrolled	588	639	51	8.7%
Freshmen	56	65	9	16.1%
Transfer	367	380	13	3.5%
Other undergrads	16	16	0	0.0%
Graduate	148	177	29	19.6%
Professional	1	1	0	0.0%
Yield Rates				
Applicants Admitted	94.4%	92.7%		
Freshmen	92.5%	86.3%		
Transfer	95.0%	96.4%		
Other undergrads	100.0%	95.2%		
Graduate	93.4%	87.8%		
Professional	100.0%	100.0%		
Applicants Enrolled	71.0%	65.9%		
Freshmen	60.2%	55.6%		
Transfer	73.3%	68.8%		
Other undergrads	80.0%	76.2%		
Graduate	69.5%	63.7%		
Professional	100.0%	100.0%		
Former UW Undergraduates Reentering				
Applications Received	215	240	25	11.6%
Applicants Eligible	207	226	19	9.2%
Applicants Enrolled	166	156	-10	-6.0%

NOTES:

Other undergrads includes high school guests, undergraduate specials, and non-degree students.

Graduate & professional applications are first received by the UW departments. Many departments do not forward rejected applications.

Source: Office of Institutional Analysis, P03.038

Date: February 18, 2002

Table 4. Demographic Statistics for New Freshmen

	2002		2003		Change	
	Number	Percent	Number	Percent	Number	Percent
Tota	56		65		9	16.1%
Female	23	41.1%	17	26.2%	-6	-26.1%
Male	33	58.9%	48	73.8%	15	45.5%
Ethnicity						
Caucasian	46	82.1%	49	75.4%	3	6.5%
Hispanic/Chicano	1	1.8%	5	7.7%	4	400.0%
Asian/Pacific Islander	0	0.0%	1	1.5%	1	---
American Indian/Alaska Native	1	1.8%	2	3.1%	1	100.0%
African American	2	3.6%	0	0.0%	-2	-100.0%
Biracial/Other Ethnicity	1	1.8%	1	1.5%	0	0.0%
[Minority Subtotal]	5	8.9%	9	13.8%	4	80.0%
International	4	7.1%	4	6.2%	0	0.0%
Unknown	1	1.8%	3	4.6%	2	200.0%
Geographic Home						
Albany County/Laramie	13	23.2%	9	13.8%	-4	-30.8%
Laramie County/Cheyenne	2	3.6%	7	10.8%	5	250.0%
Bighorn County/Greybull & Lovell	4	7.1%	2	3.1%	-2	-50.0%
Carbon County/Rawlins	2	3.6%	4	6.2%	2	100.0%
Other Wyoming	23	41.1%	25	38.5%	2	8.7%
[Wyoming Subtotal]	44	78.6%	47	72.3%	3	6.8%
Colorado	3	5.4%	2	3.1%	-1	-33.3%
Utah	2	3.6%	2	3.1%	0	0.0%
South Dakota	0	0.0%	2	3.1%	2	--
Nebraska	0	0.0%	1	1.5%	1	--
Other WUE States	0	0.0%	1	1.5%	1	--
Other U.S. States	2	3.6%	6	9.2%	4	200.0%
Internationals	4	7.1%	4	6.2%	0	0.0%
Unknown	1	1.8%	0	0.0%	-1	-100.0%

High School Rank

Top 10%	1	1.8%	5	7.7%	4	400.0%
1st Quartile	9	16.1%	13	20.0%	4	44.4%
2nd Quartile	9	16.1%	9	13.8%	0	0.0%
3rd Quartile	13	23.2%	10	15.4%	-3	-23.1%
4th Quartile	8	14.3%	8	12.3%	0	0.0%
Unranked	17	30.4%	25	38.5%	8	47.1%

High School GPA

Number	Means	Number	Means	Mean Change
48	3.01	54	3.16	0.15

Admissions Test Scores

	Number	Means	Number	Means	Mean Change
ACT	37	21.5	47	22.7	1.2
English	37	20.2	47	21.6	1.4
Mathematics	37	20.6	47	22.1	1.5
SAT	12	1006	10	1128	122
Verbal	12	491	10	542	51
Mathematics	12	515	10	586	71

Based on census day counts for February 11, 2002 and February 12, 2003.

Source: Office of Institutional Analysis, PO3.038

Date: February 17, 2003

Table 5. Demographic Statistics for New Transfers

	2002		2003		Change	
	Number	Percent	Number	Percent	Number	Percent
	367		380		13	3.5%
Female	225	61.3%	232	61.1%	7	3.1%
Male	142	38.7%	148	38.9%	6	4.2%
Ethnicity						
Caucasian	300	81.7%	307	80.8%	7	2.3%
Hispanic/Chicano	14	3.8%	15	3.9%	1	7.1%
Asian/Pacific Islander	6	1.6%	6	1.6%	0	0.0%
American Indian/Alaska Native	7	1.9%	6	1.6%	-1	-14.3%
African American	6	1.6%	3	0.8%	-3	-50.0%
Biracial/Other Ethnicity	12	3.3%	13	3.4%	1	8.3%
[Minority Subtotal]	45	12.3%	43	11.3%	-2	-4.4%
International	11	3.0%	17	4.5%	6	54.5%
Unknown	11	3.0%	13	3.4%	2	18.2%
Wyoming Transfer Colleges						
Casper College	53	14.4%	54	14.2%	1	1.9%
Laramie County Community College	47	12.8%	46	12.1%	-1	-2.1%
Northern Wyoming Community College	13	3.5%	33	8.7%	20	153.8%
Western Wyoming Community College	18	4.9%	21	5.5%	3	16.7%
Northwest College	13	3.5%	19	5.0%	6	46.2%
Central Wyoming College	14	3.8%	10	2.6%	-4	-28.6%
Eastern Wyoming College	4	1.1%	3	0.8%	-1	-25.0%
Geographic Home						
Albany County/Laramie	54	14.7%	41	10.8%	-13	-24.1%
Natrona County/Casper	41	11.2%	50	13.2%	9	22.0%
Laramie County/Cheyenne	37	10.1%	34	8.9%	-3	-8.1%
Campbell County/Gillette	18	4.9%	16	4.2%	-2	-11.1%
Fremont County/Lander & Riverton	24	6.5%	9	2.4%	-15	-62.5%
Other Wyoming	85	23.2%	106	27.9%	21	24.7%
[Wyoming Subtotal]	259	70.6%	256	67.4%	-3	-1.2%
Colorado	13	3.5%	15	3.9%	2	15.4%
Montana	7	1.9%	13	3.4%	6	85.7%
California	7	1.9%	7	1.8%	0	0.0%
Nebraska	10	2.7%	4	1.1%	-6	-60.0%
Idaho	3	0.8%	9	2.4%	6	200.0%
South Dakota	9	2.5%	3	0.8%	-6	-66.7%
Other WUE States	2	0.5%	11	2.9%	9	450.0%
Other U.S. States	41	11.2%	41	10.8%	0	0.0%

Internationals	11	3.0%	17	4.5%	6	54.5%
Unknowns	5	1.4%	4	1.1%	-1	-20.0%

Transfer GPA

Number	Means	Number	Means	Mean Change
367	2.52	380	2.59	0.07

Admissions Test Scores

	Number	Means	Number	Means	Mean Change
ACT	132	21.6	122	21.6	0.0
English	132	20.7	122	21.1	0.4
Mathematics	132	20.9	122	20.7	-0.2

Based on census day counts for February 11, 2002 and February 12, 2003.

Source: Office of Institutional Analysis, P03.038

Date: February 14, 2003

Student Success (Tables 6a & 6b):

Among the 1,451 new UW freshmen who enrolled for fall 2002, 91% or 1,317 freshmen returned for the spring semester 2003; over the last eight years, this is the largest number of new freshmen who returned for their second semester at UW.

- Graduation rates increased between the Freshmen Class of 1994 and the Freshmen Class of 1998 from approximately one in five (20%) to one in four (25%) completing their bachelor's degree within four years of matriculation at UW.
- Five-year graduation rates increased between the Freshmen Class of 1994 and the Freshmen Class of 1997 from 44 percent to 49 percent, i.e., almost one out of two students in the Freshman Class of 1997 had graduated from UW within five years of matriculation.

Table 6a. Summary of First-time Full-time Fall Freshmen Outcomes

Cohort	Fall 1994	Fall 1995	Fall 1996	Fall 1997	Fall 1998	Fall 1999	Fall 2000	Fall 2001	Fall 2002	Average
First Semester Enrollment	1,302	1,286	1,212	1,132	1,245	1,204	1,341	1,432	1,451	1,289
End of First Semester										
Number Enrolled	1,246	1,240	1,175	1,074	1,197	1,169	1,298	1,380	1,399	1,242
Cumulative GPA	2.77	2.78	2.82	2.84	2.85	2.88	2.77	2.83	2.76	2.81
Probation % *	18%	15%	15%	16%	17%	14%	19%	18%	23%	17%
Second Semester										
Number Enrolled	1,185	1,156	1,111	1,016	1,145	1,116	1,209	1,306	1,317	1,173
Percent Retained	91%	90%	92%	90%	92%	93%	90%	91%	91%	91%
Retention %										
1st Year	73%	73%	75%	75%	76%	77%	75%	77%		75%
2nd Year	62%	66%	64%	66%	66%	68%	66%			65%
3rd Year	60%	63%	60%	64%	63%	66%				63%
Continuing + Graduated										
4th Year	58%	60%	59%	61%	62%					60%
5th Year	57%	59%	59%	62%						59%
6th Year	57%	59%	60%							59%
Graduation % **										
4th Year	20%	22%	25%	24%	25%					23%
5th Year	44%	46%	48%	49%						47%
6th Year	51%	53%	54%							53%

*Missing GPAs and those with less than 2.0.

**Does not include exclusions for students who are deceased or were on missions.

Source: Office of Institutional Analysis, P03.038

Date: February 18, 2003

Table 6b. Summary of First-time Full-time Spring Freshmen Outcomes

Cohort	Spring 1996	Spring 1997	Spring 1998	Spring 1999	Spring 2000	Spring 2001	Spring 2002	Spring 2003	Average
First Semester Enrollment	42	34	33	38	41	51	53	55	43
End of First Semester									
Number Enrolled	40	30	27	30	36	46	44		36
Cumulative GPA	2.72	2.65	2.46	2.45	2.37	2.54	2.42		2.52
Probation %*	17%	26%	45%	42%	44%	37%	40%		36%
Retention %									
1st Year	57%	62%	52%	40%	54%	47%	53%		52%
2nd Year	48%	38%	46%	21%	49%	41%			40%
3rd Year	41%	35%	39%	24%	51%				38%
Continuing + Graduated									
4th Year	36%	41%	27%	24%					32%
5th Year	29%	44%	27%						33%
6th Year	29%	35%							32%
Graduation %**									
4th Year	17%	15%	9%	3%					11%
5th Year	24%	27%	15%						22%
6th Year	24%	27%							25%

*Missing GPAs and those with less than 2.0.

**Does not include exclusions for students who are deceased or were on missions.

Source: Office of Institutional Analysis, P03.038

Date: February 18, 2003

UW Graduates (Table 7):

UW awarded degrees to 550 students during the fall 2002 commencement ceremonies compared to 537 the previous fall semester.

Table 7. UW Graduates for Fall 2001 & Fall 2002

	<u>2001</u>	<u>2002*</u>	<u>Change</u>
Certificates			
Number	9	6	-3
Percent Minority	0.0%	16.7%	16.7%
Average GPA	3.90	3.41	-0.49
Undergraduates			
Number	427	433	6
Percent Minority	8.4%	6.9%	-1.5%
Average GPA	3.18	3.18	0.00
Graduate			
Number	106	113	7
Percent Minority	7.5%	4.4%	-3.1%
Average GPA	3.74	3.72	-0.02
Law			
Number	4	3	-1
Percent Minority	0.0%	0.0%	0.0%
Average GPA	2.50	2.65	0.15
Pharm.D.			
Number	0	1	1
Percent Minority	0.0%	0.0%	0.0%
Average GPA	--	2.92	--

*Preliminary December degrees.

Source: Office of Institutional Analysis, P03.038

Date: February 17, 2003

For questions or additional information on enrollments at the University of Wyoming or information regarding applications or admits, please contact Sara Axelson, associate vice president for enrollment management at (307) 766-4273 or e-mail her at saxelson@uwyo.edu.

Dr. Brigman spoke about the work on enrollment and this semester's enrollment numbers on the 15th day. She addressed the increases in the ethnic enrollments, and noted that spring enrollment is higher.

Associate Vice President Sara Axelson talked about the new students for this fall. She is very pleased with the students registered this fall, noting that this increase was in both undergraduate and graduate students. The articulation agreements signed with the community colleges have really assisted in getting more students. Dr. Brigman talked about enrollment management having two pieces: dealing with recruiting and retention, and then talked about the enrollment for fall.

Trustee President Kathy Hunt noted that the information items are available for reading, and thanked Trustee Trosper for the work he and his family have done on the Chief Washakie Memorial Endowment.

INFORMATION: Chief Washakie Memorial Endowment, Brigman

In the late 1990's the Wyoming State Legislature voted to submit a statue of Eastern Shoshone Chief Washakie as the second statue to represent the State of Wyoming in the United States Capitol. Wyoming's other statue depicts Esther Hobart Morris, a Wyoming suffragette. In response a committee was formed to select a sculptor and raise funds for the creation of the statue. The family of Chief Washakie has been actively involved throughout this process. Three life-size statues of Chief Washakie were created, with one placed in the U.S. Capitol in Washington D.C., one in the Wyoming State Capitol in Cheyenne, and one at the Wind River Tribal Complex in Ft. Washakie. In addition, small masterwork and maquette models were created for public sale.

The Chief Washakie Memorial Endowment Committee raised more funds than were needed for the various sculptures. They chose to donate a significant portion of the remaining funds to the University of Wyoming to create an endowment to honor Chief Washakie and promote education. The gift of approximately \$200,000 will be matched under the Legislature's matching endowment program. The proceeds of the endowment will be used primarily for scholarships for descendants of Chief Washakie and individuals with strong ties to the Wind River Reservation community. An awards committee with representatives of the Washakie family, the Chief Washakie Memorial Endowment Committee, and the University will review scholarship applications and make annual awards.

Trustee James Trosper has been a guiding force on the designation of the Chief Washakie statue as Wyoming's representative statue in Washington, D.C. and in the decision to create the endowment at UW.

INFORMATION: Engineering Teaching Grant (Hewlett), Buchanan

In February the William and Flora Hewlett Foundation announced the award of a five-year, \$1.15 million grant to a team of five UW faculty members and lecturers in engineering and education. The purpose of the grant is to effect significant, measurable improvement in undergraduate engineering education. The foundation solicited proposals from 17 western universities through its Engineering Schools of the West Grants Initiative, which focuses on student recruitment, retention, and the quality of engineering education. UW was one of nine institutions funded.

The grant will enable faculty members from the College of Engineering, in partnership with colleagues in the College of Education, community colleges and K-12 schools, to implement programs geared to attracting more students to undergraduate engineering programs, retaining those students through enhanced curricula and learning opportunities, and ensuring the continued improvement of the curricula and students through detailed assessment and feedback. In response to the foundation's expectations that recipients will multiply the grant investment through other efforts, the College of Engineering envisions the establishment of the UW Center for Excellence in Engineering Education, to oversee and support other efforts aligned with the Hewlett grant, including the pursuit of additional external funding and the dissemination of the project's results.

The project team includes Dr. Jerry Hamann, Associate Professor of Electrical and Computer Engineering and project director; Dr. Sally Steadman, Lecturer in the College of Engineering; Dr. Dennis Coon, Professor of Mechanical Engineering; Dr. Nancy Peck, Lecturer in Mechanical Engineering; and Dr. Linda Hutchison, Associate Professor of Secondary Education.

Associate Vice President Allen introduced Dr. Jerry Hamann, Electrical and Computer Engineering. He received the Ellbogen Award for Excellence in Classroom Teaching several years ago and is now a principal investigator on a grant from the Hewlett Foundation, regarding engineering education.

Dr. Hamann spoke about the grant proposal to develop information on the roots of Hewlett Packard outside of the Bay area, which was Loveland, Colorado. Dr. Hamann said he had a month to develop plans for this, and worked to decide on how to repackage this proposal to see where the faculty are and how they can better teach students in math and science. They will work to see what they can do to enhance the program for the freshmen and sophomores to make it more attractive. The grant for \$1.15 million will be provided for the next 5 years and start in September 2003. Dr. Hamann was one of the original engineers at Hewlett Packard.

INFORMATION: Sustainable Agriculture Research and Extension Center (SAREC), Baccari

No report was given.

INFORMATION: Statewide Service Studies Underway, Buchanan

The university is currently involved with two projects related to statewide service. The following is a short summary.

- Enhanced Oil Recovery white paper. Governor Freudenthal has asked President Dubois for a white paper discussing prospects for greater application of enhanced oil recovery in Wyoming. The Governor's charge calls for an analysis of the opportunities and barriers, including technological, economic, environmental, and transportation issues, drawing on expertise residing in the Enhanced Oil Recovery Institute, which is part of the Institute for Energy Research. Drafting the white paper are Professors Dag Nummedal (Institute for Energy Research), Brian Towler (Chemical and Petroleum Engineering), and Charles Mason (Economics and Finance), working with Associate Vice President for Academic Affairs Myron Allen and Vice President for Research William Gern. The report will be finished in mid-April.
- Feasibility study for a Coalbed Natural Gas Research Center. Governor Freudenthal also requested that the university develop a proposal for a center focusing on coalbed methane research, as a possible basis for future federal support. Topics of current research interest include the new production technologies, the management of produced water, the economics of production and markets, applications of geographic information sciences, and technology transfer. Vice President William Gern and Professor Harold Bergman, Director of the Institute for Environment and Natural Resources, are directing this study, which will be finished by the end of April.

INFORMATION: Change Orders and Progress Reports, Harris

The following gives an accounting of the progress and activity of construction since the January 2003 Trustees meeting. Also reported are approved change orders to the Washakie Center Additions & Renovations.

PROJECTS COMPLETED SINCE LAST MEETING

1. No Projects have been completed since January 2003 Trustee Meeting

PROJECTS IN CONSTRUCTION

1. Powell Seed Analysis Laboratory

Contractor: Jim's Building Service
 Bid Price: \$254,618.00
 Original Completion Date: 11 April 2003
 Contract Substantial Completion Date: N/A

	Total	Administration	Construction	Technology	esign	Contingency
Budget	325,000	12,731	254,618	15,639	20,980	21,032
Expended	93,169	7,430	68,167	1,837	15,735	-
Obligated	205,498	-	186,451	13,802	5,245	-
Un-obligated	26,333	5,300	-	-	-	21,032

Remarks: Laboratory and Germination Room HVAC design were completed by the Facilities Planning Office. The Contractor has completed the exterior framing, sheathing, and roofing and is proceeding with interior framing.

2. Washakie Center Additions & Renovations

Construction Manager-at-Risk: Kloefkorn-Ballard Const./Div. Co., Inc.
 Bid Price: \$8,865,466.00
 Original Completion Date: 20 June 2003
 Contract Substantial Completion Date: 26 June 2003

	Total	Administration	Construction	Design	Equipment	Contingency	Misc
Budget	13,291,517	368,650	8,865,466	1,361,480	1,807,436	746,965	141,520
Expended	7,006,694	202,563	5,208,921	1,072,290	93,229	429,691	-
Obligated	5,113,701	-	3,656,545	202,449	1,254,707	-	-
Un-obligated	1,171,122	166,087	-	86,741	459,500	317,274	141,520

Remarks: A request for time extension was granted with Change Order No. 16 allowing the contractor six additional days to complete work. The revised substantial completion date is 26 June 2003. Contractor observes quiet hours from 8 P.M. through 8 A.M. and will maintain quiet hours throughout Finals Week.

PROJECTS IN DESIGN PHASE

3. Health Science – Biochemistry Addition & Remodel and Pharmacy Building Remodel

Contractor: N/A
 Bid Price: N/A
 Original Completion Date: N/A
 Contract Substantial Completion Date: N/A

	Total	Admin	Construction	Design	Technology	FF & E	Contingency	Misc
Budget	16,984,000	675,000	10,300,000	1,577,460	1,866,000	915,000	1,500,540	150,000
Expended	620,131	8,804	-	611,327	-	-	-	-
Obligated	966,133	-	-	966,133	-	-	-	-
Un-obligated	15,397,736	666,196	10,300,000	-	1,866,000	915,000	1,500,540	150,000

Remarks: The Architectural firm has submitted the 50% completion portion of the construction documents. The Planning Team and Facilities Planning are refining construction cost estimates to align project estimates and the project budget prior to the 100% completion of the construction documents. The anticipated completion of construction documents is May.

**INFORMATION: Development Report, Blalock
 FY 2003 Monthly Giving Report through January 31, 2003**

		ALL GIFTS										
FUND	New Commitments FY 2003 GOALS	Current Month (cash received only)		FY 2003 to date							FY 2002 cash - YTD	
		DONORS	FACE VALUE	Cash & Cash equivalent				New Commitments YTD			DONORS	FACE VALUE
				DONORS	OUTRIGHT	LIFE INCOME		PLEDGE PMTS	NEW PLEDGES	TOTAL		
						FACE	NPV					
AGRIC	\$ 3,222,960	47	\$8,475	849	\$291,435	\$50,100	\$21,474	(\$48,500)	\$200,000	\$493,035	801	\$216,681
AHC	\$ 513,450	14	\$1,000	145	\$126,489					\$126,489	232	\$142,206
ALUMNI				4	\$1,050					\$1,050	194	\$28,550
A & S	\$ 5,671,333	175	\$91,553	2208	\$1,998,281	\$712,455	\$249,547	(\$411,128)	\$140,000	\$2,439,607	2254	\$836,916
ATHLETICS	\$ 1,068,200	1627	\$271,235	3992	\$1,034,246	\$18,384	\$7,156	(\$186,391)	\$35,000	\$901,239	3902	\$1,344,421
BUSINESS	\$ 2,448,588	59	\$25,675	940	\$262,344	\$16,545	\$6,440	(\$48,898)		\$229,992	956	\$5,288,731
EDUCATION	\$ 2,003,221	51	\$2,000	838	\$89,195			(\$6,000)	\$105,000	\$188,195	822	\$106,533
ENGINEERING	\$ 3,362,461	98	\$97,855	1544	\$372,502	\$102,483	\$42,584	(\$142,380)		\$332,605	1415	\$698,097
IENR	\$ 1,106,170	5	\$5,558	111	\$320,833			(\$175,385)	\$200,000	\$345,448	102	\$383,371
HEALTH SCI	\$ 3,747,505	43	\$3,575	642	\$730,893			(\$535,882)		\$195,011	660	\$189,015
KUWR	\$ 455,700	503	\$32,257	4646	\$284,061			(\$515)		\$283,546	4388	\$231,252
LAW	\$ 3,332,829	31	\$4,360	283	\$146,981			(\$70,000)	\$200,000	\$276,981	290	\$897,535
LIBRARY	\$ 371,482	11	\$10,713	252	\$36,528					\$36,528	223	\$478,272
STUD AFFRS	\$ 78,500	39	\$1,404	935	\$74,188			(\$475)		\$73,713	723	\$29,120
UW ART MUS	\$ 392,968	45	\$12,224	406	\$157,033			(\$8,600)		\$148,433	517	\$243,689
UNIV. FUND	\$ 150,000	51	\$9,325	1227	\$148,852			(\$5,000)		\$143,852	1173	\$101,922
OTHER	\$ 2,074,633	68	\$138,006	857	\$3,187,222	\$420,908	\$169,797	(\$2,229,494)	\$14,441,500	\$15,820,135	682	\$1,238,116
GIFTS NOT YET BOOKED												
TOTAL	\$ 30,000,000	2,753	\$715,216	17,232	OUTRIGHT & FACE:	\$10,583,008		(\$3,868,649)	\$15,321,500	\$22,035,859	16,875	\$12,454,426

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

FY 2003 Monthly Giving Report through January 31, 2003

ANNUAL FUND GIFTS (cash received)							
FUND		Current Month		FY 2003 to date		FY 2002 to same date	
		DONORS	AMOUNT	DONORS	TOTAL	DONORS	TOTAL
	FY 2003 GOALS						
AGRIC	\$ 81,100	33	\$3,275	724	\$53,771	734	\$55,915
AHC	\$ 27,900	12	\$950	133	\$17,214	219	\$21,833
ALUMNI	\$ -			3	\$50	10	\$600
A & S	\$ 348,800	145	\$ 28,078	2001	\$239,434	1968	\$219,991
ATHLETICS	\$ 1,043,200	1457	\$183,477	3597	\$625,761	3418	\$575,283
BUSINESS	\$ 122,800	46	\$10,510	875	\$101,995	883	\$88,912
EDUCATION	\$ 56,800	47	\$1,900	793	\$32,234	781	\$37,238
ENGINEERING	\$ 241,600	76	\$19,112	1431	\$186,518	1299	\$144,556
IENR	\$ 107,000	5	\$5,558	95	\$32,398	89	\$94,095
HEALTH SCI	\$ 62,100	37	\$2,500	610	\$47,416	638	\$47,046
KUWR	\$ 455,700	497	\$21,627	4632	\$262,246	4377	\$219,875
LAW	\$ 61,100	21	\$2,360	243	\$33,706	250	\$47,799
LIBRARY	\$ 35,900	10	\$1,682	246	\$21,010	217	\$26,705
STUD AFFRS	\$ 78,500	35	\$854	731	\$31,694	713	\$24,685
UW ART MUS	\$ 53,000	32	\$5,875	200	\$34,579	195	\$27,823
UNIV. FUND	\$ 150,000	46	\$8,975	1207	\$117,902	1170	\$94,422
OTHER	\$ 28,800	20	\$6,228	268	\$54,058	177	\$18,812
GIFTS NOT YET BOOKED							
TOTAL	\$2,954,300	2,437	\$302,961	15,854	\$1,891,985	15,411	\$1,745,589

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

BUSINESS MEETING, Old Main Boardroom

Trustee President Kathy Hunt called the Business Meeting to order at 10:00 a.m.

ROLL CALL

Trustee Patrick took roll. The following members were present: Trustees Richard Davis, Taylor Haynes, Kathy Hunt, Jim Neiman, John Patrick, Judy Richards, Peggy Rounds, Greg Schaefer, Tom Spicer, James Trosper, and Howard Willson were present. Ex-officio Trustees Philip Dubois and Keith Sapp were present. Trustee True was unable to attend the Business Meeting. Ex-officio Trustees Governor Dave Freudenthal and Trent Blankenship were also unable to attend.

APPROVAL OF JANUARY 9-11, 2003 MINUTES OF THE TRUSTEES

Trustee Haynes moved to approve the January 9-11, 2003 minutes of the Board of Trustees; Trustee Neiman seconded. The motion carried.

APPROVAL OF JANUARY 24, 2003 EXECUTIVE COMMITTEE CONFERENCE CALL

Trustee Judy Richards moved to approve the minutes of the January 24, 2003 Executive Committee conference call; Trustee Haynes seconded. The motion carried.

Trustee Hunt formally welcomed Trustees Richard Davis, Peggy Rounds, and Howard Willson, complimenting them on their work at this first meeting.

UNIVERSITY OF WYOMING

Office of the President
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Board of Trustees Executive Committee Conference Call
January 24, 2003 - 3:30 pm

Present via conference phone: Trustees Kathy Hunt, Ron McCue, Judy Richards

Board members not available: Trustees Taylor Haynes and Tom Spicer

Present on-site: President Dubois, Vice President Dan Baccari, Legal Counsel Rodney Lang
and Deputy Secretary Nicky Moore

Topics of Discussion:

1. Kappa Sigma Appraisal

Mr. Baccari noted the Executive Committee had received a synopsis of the appraisal and asked if there were any questions. He stated satisfaction with analysis and conclusions of the appraisers with the exception of the allowance for repair. Dan recommended accepting the appraisal as presented; valuing the property at \$270,000.

A brief discussion followed. Trustee Hunt moved to accept the appraisal and authorized the purchase of the property at \$270,000 and the lot for \$2,400. Trustee Richards seconded. The motion carried.

2. Farm Bureau Building

President Dubois reported recent discussions of relocating employees from the Biochemistry Building. He requested action by the Executive Committee authorizing him to proceed with communication with the Mountain West Farm Bureau on possible sale, development of a purchase plan, and submission of such on behalf of the Board.

Trustee McCue stated he believed that authorization had been given to the President during the January 2003 meeting. President Dubois replied he would be more comfortable with formal authorization to move forward.

Trustee Hunt moved that the administration be authorized to work with the Farm Bureau on the property purchase; Trustee Richards seconded; motion carried.

President Dubois will move forward in planning for purchase of property, payment of property and relocation of employees.

3. Board of Trustee Orientation

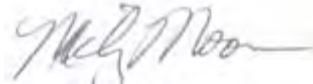
President Dubois reported that orientation was discussed during President's Cabinet meeting. It was decided to incorporate materials into 3 ring binders and distribute to the entire Board. Orientation sessions for new Board members would be held prior to regular meetings over a period of a year. It is critical the orientation session do not coincide with Board worksessions. Session topics would be 1) "Role of a Trustee and Board Practices" and "Board of Trustees Organization", 2) "UW Organizational Structure and Responsibilities" and "UW Budget Information", and 3) "UW Planning Process" and "UW Program Overview".

4. President Dubois requested input on providing internet access and laptop computers for Board members. Trustee Hunt suggested that file cabinets and briefcases be considered for loan to Board members also. Trustee McCue reported internet access facilitated communication and exchange of ideas among the Board; however, he did express concern about laptops causing inefficiency during Board meetings.

5. President Dubois announced that Aura Newlin, Music Major, is on the All-USA College Academic Team, one of 20 students from nationwide academia.

There being no further business to come before the Executive Committee, the Conference Call adjourned at 4:00 pm.

Respectfully submitted,



Nicky Moore
Deputy Secretary
Board of Trustees

REPORTS

ASUW

ASUW President Keith Sapp reported that they have recently passed legislation for a more recycle-friendly purchasing policy for paper materials and hand dryers. The other resolution involved parking: fees are too high and the lots are not full. Other legislation dealt with the endowment of current student loan fund, which is \$1.1 million dollars and is under utilized. They will take the entire fund and have it matched by the state, which will result in \$750,000 for an endowment for student services facilities and outdoor activities; and the second will be a leadership scholarship that ASUW will be in charge of. General elections are on April 16.

Trustee Hunt thanked Trustee Sapp and ASUW for their responsible work in making their funds available to students.

Staff Senate

President Vicki Henry reported on the Staff Senate activities. They are currently working on Staff Recognition, which is scheduled for April 1. Invitations will be sent to the Board. They are also selecting award recipients.

Staff have expressed concerned that the Retirement and Insurance Committee was not reconvened this year. Ms. Henry has composed a resolution to request reinstatement of that committee.

Trustee Patrick thanked Staff Senate for sending him the *Lariat* by e-mail, as well as other information to keep him updated.

Faculty Senate

Terri Rittenberg reported on the Faculty Senate's activities. They are working on a number of things: a revision on UniReg 43 dealing with program elimination to, and one on UniReg 802 for academic dishonesty. They also have some committees looking at changes in response to the responsibilities of the Vice Presidents for Administration and Budget and Planning, who have served as ex-officio members on some of the Faculty Senate committees. They are also considering the same resolutions that ASUW passed on recycling. They are looking for nominations for positions next year, with elections occurring in April.

President Dubois suggested that Terri speak to Jay Fromkin as a resource on the recycling issue. Trustee Schaefer asked additional questions on the academic dishonesty UniReg, noting some of the areas were somewhat vague. They hope to centralize the information for the future. Trustee Hunt thanked her for her hard work.

PUBLIC TESTIMONY

No public testimony was given.

INVESTMENT COMMITTEE

Report on Investment Committee Meeting, February 17-18, 2003

Trustee Spicer reported on the Investment Committee meeting. The meeting was in Denver in February. Those who attended were Trustees Neiman, Saunders, True, Schaefer, and Spicer.

He noted that the last year has not been kind to investments nor UW. For the benefit of the new trustees, he explained that UW Trustees manage about \$40 million dollars of investments in a broad array of stocks and bonds for various programs at UW. The Trustees'

accounts have not increased in the last few years, due to all new gifts being directed to the Foundation. That is a topic that has also been discussed, relating to the possibility of having all UW funds managed by the Foundation.

Trustee Spicer advised the Board that the Investment Committee needs action from the Board on the utilization of some accounts that are now below their historic gift value because of the market conditions. It is not as much problem in trustee accounts as it is in Foundation accounts. One of the issues that need to be discussed is the payout that is being provided by the accounts. The Foundation has determined that they will provide a 1% payout on their accounts, which is almost the amount that has been earned, but the Investment Committee of the Trustees feels that with UW accounts not earning at this time, UW should not pay that 1% and hold it in the accounts until they are back to their starting balance. It does require Board ratification in terms of the current policy, and is different than what the Foundation does. The Board had additional discussion on the accounts. Trustee Schaefer noted that there are no accounts that are in serious trouble, but the Committee wants to have a moratorium on the accounts until they return to the original gift level.

Trustee Hunt said that she'd like a motion on this, but wants to be sure that the Board is not constrained by endowment or trust agreement that obligates the Board to spend down regardless of the balance. Trustee Spicer said his understanding is that not only is UW not committed to having to spend down those funds, but there is some interpretation of laws that affect state-run endowments that states there are no such requirements. Trustee Spicer moved to withhold payments on accounts that are below their gift levels at least a year. Trustee Haynes seconded the motion. President Dubois asked if the Foundation's policy was to pay out on the dividend. Trustee Spicer commented that they feel that their overall income averages about 2%,

and they're going to pay out 1% to the programs that are endowed. Typically, they have paid out 5%, but they will only pay 1% this year for those accounts. They also receive 1% for their operations to cover administrative costs. He is not proposing to follow the same principle. The motion carried.

Trustee Spicer then began discussion as a follow-up to last year's retreat, where the Board discussed the possibility of transferring all UW assets managed by the Board to the Foundation. The reasons include they have more expertise, and the amount of income the Board manages is relatively small compared to what they manage. Some of the endowments were specifically set up to be managed by the Board. The donors will have to be contacted to see if they are amenable to the possibility. The Investment Committee discussed the idea at length at their meeting. Some of the concerns included that the Foundation is out of the purview of the Board, and he asked for discussion. Trustee True was concerned that UW would transfer the funds to Foundation and then have no control over how they are managed. The Foundation currently manages funds given to them and the university. Trustee Haynes asked if the transfer occurs, would the Board's Investment Committee be disbanded. The advantages would include having critical mass in one place. The disadvantage to transferring the funds would be that they are currently diversified in ways not possible if combined. The new trustees asked for a better understanding of the function of the Foundation, and President Dubois answered the request. He noted that elements of separation and connectedness are involved with Foundation. Historically, he also noted that the two entities earned about the same on investments. Foundation has been declared the principle fund-raising arm of the university. This attracts people to the Foundation Board that are able to raise the funds UW needs. Members of the Board noted that perhaps it makes sense to combine the money in the Foundation. In response to another question from the

Board, Trustee Spicer noted that donors would definitely be contacted if their endowment would be affected by the possible transfer. He also said that he serves on the Foundation Board and is comfortable with their process as a result of that experience. The decision of the Board will be to proceed with contact of the donors to determine their wishes, and it was further noted that the Board needs to maintain their presence on the Foundation Board by having a couple of trustees on their Board. Two members from the Board are considered necessary on the Foundation Board. They would like an active involvement in the sub-committee also.

Another suggestion would be to consider that UW is hiring the Foundation to “manage” the money currently managed by UW, and receive quarterly reports, thus foregoing any misunderstandings. Trustee Spicer said he feels that the Board is asking him to continue the discussions with the Foundation Board, and will report back at future meetings. President Dubois noted that it makes sense to keep oversight of the funds, and he supports that fully.

Trustee Spicer noted that the only other issue that came up during the meeting was the understanding that UW would not have any more than 20% in any single industry sector, and the Investment Committee is reviewing their policy to be more specific about that item. The next meeting of the Investment Committee will be this summer, although a date has not yet been determined. Trustee Spicer noted that another trustee will need to be assigned to serve on the Foundation Board, due to Trustee Jorgensen’s departure from the Trustees.

Quarterly Report on Endowments

**UNIVERSITY OF WYOMING
 INVESTMENT COMMITTEE**

As of December 31, 2002

<u>Current Asset Allocation</u>		
<u>In Millions (\$000) & Percentage (%)</u>		
<u>Funds:</u>	<u>(\$000)</u>	<u>(%)</u>
Fixed Income Pool – Fox	\$12.111	33.0%
Value Equity Pool		21.1%
Jurika & Voyles	3.701	
Brandes Value	4.036	
Growth Equity Pool		31.8%
Navellier	726	
McKinley	833	
Sands Large Cap	4.924	
McKinley Large Cap	5.189	
Int'l Equity Pool – Brandes	5.146	14.1%
	\$ 36.666*	100.00

* not included in this total is \$119, which is held in the handling account at December 31, 2002.

Asset Allocation Goals as of February 11, 1999

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

COMMITTEE OF THE WHOLE (Consent Agenda)

Board of Trustees' Consent Agenda March 8, 2003

1. Approval of Contracts (see pages 96-105)
2. Personnel (see pages 106-113)

Trustee President Hunt reviewed the Consent Agenda process for the new trustees. Trustee Spicer moved to approve the Consent Agenda; Trustee Haynes seconded. Trustee Richards asked that the Board read through the grants carefully to see how much money is received due to the wonderful faculty. Motion carried.

CONTRACTS AND GRANTS

The following grants and contracts are accepted subject to compliance with the University's policies on classified information and protection of human subjects. This report covers the period December 13, 2002, through February 13, 2003.

A/S NORSKE SHELL - 05/01/2002 - 04/30/2004	\$ 11,917
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	
ACADEMY OF APPLIED SCIENCE - 08/13/2002 - 08/12/2003	\$ 7,800
Robert George; Zoology - Junior science and humanities symposium.	
ALBANY COUNTY FAMILY PLANNING - 02/22/1994 - OPEN	\$ 300
Marcia Dale; Nursing - Develop nursing programs.	
AMERICAN ASSOCIATION OF RETIRED PERSONS - 07/01/2002 - OPEN	\$ 750
Patricia M. Armstrong; Wyoming Institute for Disabilities - Pathways plus human services database.	
AMERICAN CANCER SOCIETY - 01/01/2003 - 12/31/2006	\$ 799,000
David Fay; Molecular Biology - Genetic and functional analysis of the retinoblastoma protein in <i>C. elegans</i> .	
AMERICAN STRING TEACHERS ASSOCIATION - 09/01/2000 - 08/31/2003	\$ 5,000
James Przygocki/Sherry Sinift; Music - National string project consortium.	

AVENTIS PHARMACEUTICALS INCORPORATED - 11/01/2002 - OPEN	\$	500
Weeranuj Yamreudeewong; Pharmacy - Evaluation of microbial growth and stability of metoprolol and carvedilol liquids.		
BASF CORPORATION - 01/01/1999 - OPEN	\$	5,500
Stephen Miller; Plant Sciences - Various weed biology and control.		
BP EXPLORATION, LIMITED - 01/12/1993 - OPEN	\$	67,920
Norman Morrow; Chemical Engineering - Reservoir wettability effect on oil recovery.		
BP NORGE AS - 05/01/2002 - 04/30/2004	\$	11,917
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.		
BUSINESS VENTURES, INCORPORATED - 10/18/2002 - 04/30/2003	\$	3,000
David Walrath; Mechanical Engineering - Lightweight recreational vehicle prototypes.		
CAMPBELL COUNTY SCHOOL DISTRICT - 06/01/2999 - OPEN	\$	300
Patricia McClurg; Science and Mathematics Teaching Center - Workshop fees for the Upper Midwest Aerospace Consortium.		
CATHEDRAL HOME FOR CHILDREN - 02/22/1994 - OPEN	\$	310
Marcia Dale; Nursing - Develop nursing programs.		
CHILD DEVELOPMENT SERVICES OF WYOMING - 08/01/2002 - OPEN	\$	8,085
Laurie Westlake; Wyoming Institute for Disabilities - Kindergarten readiness.		
CHILDREN'S RESOURCE CENTER - 07/01/2002 - OPEN	\$	15,000
Kenneth Heinlein; Wyoming Institute for Disabilities - Vision project.		
COLORADO STATE UNIVERSITY - 10/29/2002 - OPEN	\$	3,500
Michael Smith; Renewable Resources - Coached planning for landhelp project.		
CONOCO, INCORPORATED - 05/01/2002 - 04/30/2004	\$	11,942
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.		
CORPORATION FOR PUBLIC BROADCASTING - 10/01/2001 - 09/30/2003	\$	29,447
Tiffinee Hamilton; Wyoming Public Radio - Community service grant.		
DANMARKS METEOROLOGISKE - 02/01/1996 - OPEN	\$	1,230
James Rosen; Physics and Astronomy - Balloon launch and equipment support.		
DONG NORGE AS - 05/01/2002 - 04/30/2004	\$	11,917
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.		
DRAKON ENERGY, LLC - 01/01/2003 - 12/01/2003	\$	58,988
Cenk Yavuzturk/David Walrath; Civil Engineering - Electricity from coal and waste bank fires.		

ELK MOUNTAIN HERBS - 09/01/2002 - 08/31/2004 Roger Coupal/Gail Gordon; Agricultural Economics - Commercial potential for osha.	\$ 13,200
ELK MOUNTAIN HERBS - 09/01/2002 - 08/31/2004 Karen Panter; Plant Sciences - Commercial potential for osha.	\$ 22,200
ELK MOUNTAIN HERBS - 09/01/2002 - 08/31/2004 Peter Stahl; Renewable Resources - Commercial potential for osha.	\$ 4,800
ESSO EXPLORATION PRODUCING NORWAY - 05/01/2002 - 04/30/2004 Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	\$ 11,942
FERTIG, WALTER - 10/01/1998 - OPEN Alan Redder; Wyoming Natural Diversity Database - Database management.	\$ 1,095
FORTUM PETROLEUM AS - 05/01/2002 - 04/30/2004 Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	\$ 11,942
HANSEL KAUPPATALO OY, FINLAND - 02/01/1996 - OPEN James Rosen; Physics and Astronomy - Balloon launch and equipment support.	\$ 7,380
HELENA CHEMICAL COMPANY - 01/01/1999 - OPEN Gary Franc; Plant Sciences - Regional plant diseases.	\$ 2,125
HYPERACUITY SYSTEMS - 08/28/2000 - OPEN Steven Barrett; Electrical Engineering - Simulate analog processing of fly's eye.	\$ 37,664
IVINSON MEMORIAL HOSPITAL - 06/01/2002 - 05/31/2003 Patricia Conway; Social Work - Community interventions for at-risk youth.	\$ 1,500
JOB TRAINING PARTNERSHIP AGREEMENT - 07/01/1993 - OPEN Jacque Cook; Agriculture Dean's Office - Salary reimbursement for job training.	\$ 2,261
KO-HEICHI MARTIAL ARTS AND SECURITY CONSULTING - 11/16/2002 - 02/16/2003 David Walrath; Mechanical Engineering - Lightweight hand restraint prototypes.	\$ 2,500
MONSANTO COMPANY - 01/01/1999 - OPEN Stephen Miller; Plant Sciences - Various weed biology and control.	\$ 5,000
MONTANA STATE UNIVERSITY - 11/15/2002 - 06/30/2003 John Hewlett; Agricultural and Applied Economics - Targeted commodity education and information.	\$ 7,272
MOUNTAIN WEST FARM BUREAU MUTUAL INSURANCE COMPANY -	\$ 3,196

01/01/2001 - OPEN

Alfred Rodi; Atmospheric Science - Aircraft mechanic fees.

NATIONAL CATTLEMEN'S BEEF ASSOCIATION - 11/01/2002 - 12/31/2003 \$ 46,100
Elizabeth Williams; Veterinary Sciences - Conduct research on muscle samples from deer, elk, and cattle to determine if there is any evidence that the pathogenic form of PrP is present.

NATIONAL CATTLEMEN'S BEEF ASSOCIATION - 11/01/2002 - 12/31/2003 \$ 42,850
Elizabeth Williams/Frederick Lindzey; Veterinary Sciences - Chronic wasting disease in white-tailed deer in Wyoming.

NATIONAL FISH AND WILDLIFE FOUNDATION - 09/01/2001 - 12/31/2002 \$ 10,000
Frederick Lindzey; Zoology - Sublette mule deer study.

NATIONAL FISH AND WILDLIFE FOUNDATION - 01/01/2002 - 12/31/2002 \$ 50,000
Frederick Lindzey; Zoology - Movement and distribution of pronghorns in Wyoming.

NATIONAL GEOGRAPHIC SOCIETY - 09/01/2002 - 08/31/2003 \$ 88,651
William Gribb/Ronald Beiswenger; Geography and Recreation - Wyoming Geographic Alliance 2002 - 2003.

NATURESERVE - 10/01/1998 - OPEN \$ 3,837
Alan Redder; Wyoming Natural Diversity Database - Database management.

NEVADA, UNIVERSITY OF - 09/30/2002 - 09/29/2003 \$ 21,500
Michael Loos; Counselor Education - Addictions counseling specialization 2002-2003.

NEW YORK UNIVERSITY - 01/01/2002 - 12/31/2005 \$ 13,262
Stephen Ford; Animal Science - Center for fetal programming.

NORSK AGIP A/S - 05/01/2002 - 04/30/04 \$ 11,922
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.

NORTH DAKOTA, UNIVERSITY OF - 05/01/2002 - 03/31/2003 \$ 36,758
Alan Buss; Science and Mathematics Teaching Center - Implement phase of Public Access Resource Center (PARC).

NUFARM AMERICAS INCORPORATED - 01/01/1999 - OPEN \$ 2,500
Gary Franc; Plant Sciences - Regional plant diseases.

PHILLIPS PETROLEUM COMPANY - 01/01/1997 - OPEN \$ 18,000
Ronald Steel; Geology - Sequence stratigraphy and sedimentology.

PHILLIPS PETROLEUM COMPANY NORWAY - 05/01/2002 - 04/30/2004 \$ 11,942
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.

POPE & YOUNG CLUB - 05/01/2000 - OPEN \$ 1,000
Stanley Anderson/Wayne Hubert/Frederick Lindzey; Zoology - Conservation research support.

PROTECTION AND ADVOCACY SYSTEM, INCORPORATED - 09/01/2000 - OPEN	\$ 3,000
Keith Miller; Wyoming Institute for Disabilities - Family support network.	
SHOSHONE BUSINESS COUNCIL - 01/01/2003 - 12/31/2003	\$ 114,034
Michael Massie; Wyoming Institute for Disabilities - Unlocking the door to learning.	
SMITHSONIAN ASTROPHYSICAL OBSERVATORY - 12/20/2002 - 12/19/2003	\$ 34,545
Michael Brotherton; Physics and Astronomy - X-rays from broad absorption line quasars.	
SPACE TELESCOPE SCIENCE INSTITUTE - 12/01/2002 - 11/30/2003	\$ 56,156
Henry Kobulnicky; Physics and Astronomy - Spectroscopy in magellanic bridge.	
STATOIL R AND D - 05/01/2002 - 04/30/2004	\$ 11,942
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	
STOLLER ENTERPRISES, INCOPORATED - 01/01/1999 - OPEN	\$ 2,820
Gary Franc; Plant Sciences - Regional plant diseases.	
TEXAS, UNIVERSITY OF - 12/27/2002 - 02/13/2003	\$ 8,342
Jeff Crabaugh; Geology - Newly discovered oligocene faunas and floras in western Ethiopia.	
TOTALFINAELF EXPLORATION NORGE AS - 05/01/2002 - 04/30/2004	\$ 11,922
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	
TROLL SAFETY AND RESCUE - 11/01/2002 - 03/31/2003	\$ 10,000
David Walrath; Mechanical Engineering - Develop mass evacuation assistance device.	
UNITED AGRI PRODUCTS, INCORPORATED - 01/01/1999 - OPEN	\$ 3,500
Stephen Miller; Plant Sciences - Various weed biology and control.	
UNITED STATES AIR FORCE - 01/01/2003 - 06/30/2003	\$ 5,000
Randolph Lewis; Molecular Biology - Protein based nanomaterials symposium.	
UNITED STATES AIR FORCE - 07/01/2002 - 06/30/2003	\$ 130,751
Joelanne Berrigan; Student Financial Aid - The Reserve Officer's Training Corps (ROTC) scholarship program.	
UNITED STATES BUREAU OF LAND MANAGEMENT - 12/12/2002 - 03/05/2004	\$ 65,364
Paul Caffrey; Wyoming Geographic Information Sciences Center - Hydrography dataset with riparian data attribution.	
UNITED STATES BUREAU OF LAND MANAGEMENT - 04/18/2002 - 12/31/2003	\$ 16,000
George Jones; Wyoming Natural Diversity Database - Cushion plant community surveys.	

UNITED STATES BUREAU OF LAND MANAGEMENT - 04/18/2002 - 09/30/2003 George Jones; Wyoming Natural Diversity Database - Tall sagebrush surveys.	\$ 26,000
UNITED STATES BUREAU OF LAND MANAGEMENT - 12/02/2002 - 01/31/2005 Wayne Hubert; Zoology - Upper Muddy Creek non-game fish study.	\$ 29,164
UNITED STATES DEPARTMENT OF AGRICULTURE AGRICULTURAL RESEARCH SERVICE - 10/01/2002 - 09/30/2003 Frank Galey; Agriculture Dean's Office - Animal care research support, 2002-2003.	\$ 60,000
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 01/01/2003 - 09/30/2003 Ronald Hartman; Botany - Maintenance and plant identification.	\$ 10,000
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 12/18/2002 - 09/30/2003 Creighton Litton; Botany - Carbon allocation terms, patterns and rules.	\$ 9,000
UNITED STATES DEPARTMENT OF AGRICULTURE NATIONAL SHEEP INDUSTRY IMPROVEMENT CENTER - 01/09/2003 - 09/30/2004 Gary Moss/Robert Stobart; Animal Science - Sire selection criteria and retinal identification for lambs.	\$ 25,000
UNITED STATES DEPARTMENT OF AGRICULTURE NATURAL RESOURCES CONSERVATION SERVICE - 09/23/2002 - 09/30/2004 Richard Olson; Renewable Resources - Develop training models and certification programs.	\$ 115,000
UNITED STATES DEPARTMENT OF EDUCATION - 07/01/2002 - 06/30/2003 David Gruen; Student Financial Aid - Pell grant program.	\$ 2,804,230
UNITED STATES DEPARTMENT OF ENERGY - 04/01/1996 - 10/31/2003 Carrick Eggleston; Geology - Mineral dissolution and precipitation kinetics.	\$ 52,221
UNITED STATES DEPARTMENT OF JUSTICE - 10/01/2002 - 09/30/2005 Donald Faggiani; Wyoming Statistical Analysis Center - Safe neighborhoods: data collection and evaluation.	\$ 150,000
UNITED STATES NATIONAL AERONAUTICS AND SPACE ADMINISTRATION - 08/01/2001 - 09/30/2004 Ronald Canterna/Paul Johnson; Physics and Astronomy - Long term space astrophysics.	\$ 172,540
UNITED STATES NATIONAL AERONAUTICS AND SPACE ADMINISTRATION - 08/01/2001 - 09/30/2004 Paul Johnson; Physics and Astronomy - Long term space astrophysics.	\$ 125,000
UNITED STATES NATIONAL AERONAUTICS AND SPACE	\$ 196,513

ADMINISTRATION - 07/01/2001 - 09/30/2004

Bart Geerts/Paul Johnson; Physics and Astronomy - Improve spaceborne cloud profiling.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 64,140
12/01/2002 - 08/31/2003

Steven Barrett/James Rose; Electrical Engineering - Spatiotemporal nitric oxide gradients biology.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 194,491
12/26/2002 - 11/30/2003

Peter Thorsness; Molecular Biology - Genetic analysis of mitochondrial integrity.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 70,100
12/15/2002 - 08/31/2003

Jun Ren; Pharmacy - IGF-1, oxidative stress and cardiovascular aging.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 139,590
12/01/2002 - 08/31/2003

Nair Sreejayan/James Rose; Pharmacy - Spatiotemporal nitric oxide gradients biology.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 192,124
01/01/2003 - 12/31/2003

Zoltan Fuzessery; Zoology - Develop auditory response selectivity.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 133,950
12/01/2002 - 08/31/2003

Donal Skinner/James Rose; Zoology - Spatiotemporal nitric oxide gradients biology.

UNITED STATES NATIONAL PARK SERVICE - 11/01/2002 - 04/30/2003 \$ 1,200

Burke Grandjean; Statistics - Shenandoah vegetation inventory and monitoring.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 88,448
11/01/2001 - 12/31/2003

Bart Geerts; Atmospheric Science - Fine-scale description of shallow atmospheric boundaries.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 70,857
01/01/1999 - 12/31/2003

Alfred Rodi/Robert Kelly; Atmospheric Science - Wyoming King Air airplane as a national facility.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 115,000
12/08/2000 - 02/29/2004

Dean Roddick; Chemistry - Organometallics in superacidic media.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 54,700
03/01/2001 - 02/29/2004

Dean Roddick; Chemistry - Research experiences for undergraduates in chemistry.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 24,145

03/01/2002 - 02/28/2004 Steven Barrett; Electrical Engineering - Undergraduate design projects to aid disabled persons.	
UNITED STATES NATIONAL SCIENCE FOUNDATION - 01/01/2003 - 12/31/2004 Demian Saffer/Susan Swapp; Geology - Frictional behavior of natural fault gouge materials.	\$ 83,434
UNITED STATES NATIONAL SCIENCE FOUNDATION - 03/01/2003 - 02/29/2004 Martin Bourgeois/Narina Nunez; Psychology - Enhancing juror and jury reasoning.	\$ 86,731
UNIVERSITY CORPORATION FOR ATMOSPHERIC RESEARCH - 09/23/2002 - 01/31/2003 Alfred Rodi; Atmospheric Science - Meteorological research aircraft crew, Juneau, Alaska.	\$ 78,899
UTAH STATE UNIVERSITY - 10/01/2002 - 12/31/2003 Michael Smith; Renewable Resources - Conduct training and professional trainer/educators in agriculture in sustainable agriculture principles and practices.	\$ 10,000
VARIOUS SPONSORS - 10/01/2002 - 09/30/2003 Diane Wolverton; Small Business Development Center - Fees for workshops presented by the Small Business Development Center for 2002-2003.	\$ 26,567
VARIOUS SPONSORS - 07/01/1998 - OPEN Jeffrey Hamerlinck; Wyoming Geographic Information Sciences Center - Fees received for services provided by the Geographic Information Sciences Center.	\$ 786
WASHINGTON, UNIVERSITY OF - 09/01/2002 - 08/31/2003 Todd Bartee/Scott Winnail; Kinesiology and Health - Public health workforce development initiative.	\$ 40,800
WASHINGTON, UNIVERSITY OF - 07/01/2002 - 06/30/2003 Sylvia Moore; Medical Education and Public Health - Medical student counselor.	\$ 6,000
WASHINGTON, UNIVERSITY OF - 09/01/2002 - 08/31/2003 Sylvia Moore; Medical Education and Public Health - High school summer enrichment program.	\$ 64,400
WASHINGTON, UNIVERSITY OF - 09/01/2002 - 08/31/2003 Sylvia Moore; Medical Education and Public Health - To promote health careers among students.	\$ 87,518
WISCONSIN, UNIVERSITY OF - 09/15/2001 - 12/14/2003 Mark Gomelsky; Molecular Biology - Molecular basis for metabolic and energetic diversity.	\$ 78,000
WYOBIGEN, INCORPORATED - 08/01/2002 - Open Randolph Lewis; Molecular Biology - Spider silk proteins in alfalfa.	\$ 8,000
WYOMING BUSINESS COUNCIL - 10/01/2002 - 09/30/2003	\$ 89,000

Diane Wolverton; Small Business Development Center - Government resources and opportunities for businesses.

WYOMING DEPARTMENT OF AGRICULTURE - 12/13/2002 - 06/30/2004 \$ 157,500
 Ronald Delaney/James Jacobs; Cooperative Extension Service - State seed lab operation.

WYOMING DEPARTMENT OF AGRICULTURE - 10/01/2002 - OPEN \$ 89,600
 Timothy Collier; Renewable Resources - Homeland security work plan on invasive pests and weeds.

WYOMING DEPARTMENT OF EDUCATION - 08/01/2002 - 06/30/2004 \$ 20,000
 Guy Westhoff; Adult Learning; Wyoming education gateway 2002-2004.

WYOMING DEPARTMENT OF EDUCATION - 12/01/2002 - 12/31/2002 \$ 15,000
 Christy Rickard; Contracts and Grants Accounting - 21st century state incentive grant training.

WYOMING DEPARTMENT OF EDUCATION - 07/10/2002 - 07/31/2003 \$ 80,000
 Lisa Steffian/Keith Miller; Wyoming Institute for Disabilities - Collaborative teacher mentorship academy.

WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY - 04/26/1996 - OPEN \$ 28,750
 Charles Dolan; Civil Engineering - Environmental engineering internship.

WYOMING DEPARTMENT OF FAMILY SERVICES - 10/01/2002 - 09/30/2003 \$ 1,284,344
 Linda Melcher; Agriculture Dean's Office - Nutrition education program.

WYOMING DEPARTMENT OF HEALTH - 01/01/2002 - 06/30/2003 \$ 2,500
 Rex Gantenbein; Center for Rural Health Research and Education - Pregnancy risk assessment monitoring system.

WYOMING DEPARTMENT OF HEALTH - 10/01/2001 - 09/30/2002 \$ 1,200
 Stella McKinstry; Cooperative Extension Service - Radon education and test kit distribution.

WYOMING DEPARTMENT OF HEALTH - 10/01/2002 - 09/30/2003 \$ 82,424
 Michael Loos; Counselor Education - Wyoming chemical abuse research and education.

WYOMING DEPARTMENT OF HEALTH - 09/10/2002 - 06/30/2004 \$ 26,471
 Linda Martin; Pharmacy - Develop and educational program to reduce medication-related negative outcomes at senior centers in Wyoming.

WYOMING DEPARTMENT OF HEALTH - 01/01/2003 - 06/30/2003 \$ 20,000
 Patricia M. Armstrong; Wyoming Institute for Disabilities - Electronic human services database.

WYOMING DEPARTMENT OF HEALTH - 09/01/2002 - 06/30/2004 \$ 300,407
 Kenneth Heinlein; Wyoming Institute for Disabilities - National core indicators project.

WYOMING DEPARTMENT OF STATE PARKS AND CULTURAL RESOURCES - 01/01/2003 - 12/31/2003 \$ 26,180

Audrey Shalinsky/Mary Hopkins; Anthropology - Cultural resource interns, 2003.

WYOMING DEPARTMENT OF TRANSPORTATION - 01/01/2003 - 12/31/2003 \$ 242,500
 Eugene Wilson; Civil Engineering - Technology transfer center.

WYOMING GAME AND FISH COMMISSION - 04/01/2002 - 06/30/2004 \$ 8,521
 Stanley Anderson; Zoology - Mule deer winter range impacts.

WYOMING WATER DEVELOPMENT COMMISSION - 01/02/2003 - 05/31/2004 \$ 7,128
 Philip Rosenlund; Cooperative Extension Service - Drought prediction model development and dissemination 2002-2003.

WYOMING WATER DEVELOPMENT COMMISSION - 01/02/2003 - 05/31/2004 \$ 14,257
 Michael Smith/Thomas Thurow; Renewable Resources - Drought prediction model development and dissemination 2002-2003.

WYOMING WEED AND PEST COUNCIL - 07/01/2000 - Open \$ 20,000
 Jeffrey Lockwood; Renewable Resources - Support for biological control position.

TOTAL - Contracts and grants approved December 13, 2002, through February 13, 2002 \$ 10,030,428

TOTAL - Contracts and grants previously approved:

07/01/02 - 08/15/02	14,906,290	
08/16/02 - 10/10/02	8,019,023	
10/11/02 - 12/12/02	13,950,902	\$ 36,876,215

TOTAL - Contracts and grants approved July 1, 2002 through February 13, 2003. \$ 46,906,643

PERSONNEL

APPOINTMENTS

1. Faculty

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Geography & Recreation</i>			
Daniels, J. Michael	Assistant Professor	\$46,008/AY	01/17/2003 to 06/30/2004

University Libraries

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Coe Reference Department</i>			
Goldenstein, Cheryl E.	Assistant Librarian	\$33,948/FY	01/01/2003 to 06/30/2003

CHANGES IN APPOINTMENTS

1. Administrators

Academic Affairs

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Graduate School</i>			
Roth, Don A.	Interim Dean	\$116,628/FY	01/01/2003 to 06/30/2003

FIRST-YEAR TENURE-TRACK REAPPOINTMENTS

1. Faculty

College of Agriculture

<u>Name</u>	<u>Rank</u>
<i>Department of Agricultural and Applied Economics</i>	
Mooney, Sian	Assistant Professor
<i>Department of Molecular Biology</i>	
Hanekamp, Theodor	Assistant Professor
<i>Department of Renewable Resources</i>	
Collier, Timothy	Assistant Professor
Miller, Scott	Assistant Professor
<i>Department of Veterinary Sciences</i>	
Van Olphen, Alberto	Assistant Professor

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>
<i>Department of Art</i>	
Hardy, Leah M.	Assistant Professor
Haydon, Margaret K.	Assistant Professor
<i>Department of Botany</i>	
Ewers, Brent E.	Assistant Professor
Pendall, Elise G.	Assistant Professor
<i>Department of English</i>	
Knievel, Michael	Assistant Professor
West, Peter H.	Assistant Professor

FIRST-YEAR TENURE-TRACK REAPPOINTMENTS
College of Arts & Sciences

<u>Name</u>	<u>Rank</u>
<i>Department of Geography & Recreation</i>	
Daniels, J. Michael	Assistant Professor
<i>Department of History</i>	
Greenwald, Rachel T.	Assistant Professor
Wells, Cheryl A.	Assistant Professor
<i>Department of Mathematics</i>	
Weber, Eric S.	Assistant Professor
<i>Department of Music</i>	
Gjevre, Naomi	Assistant Professor
Pinell, Javier	Assistant Professor
<i>Department of Physics & Astronomy</i>	
Brotherton, Michael	Assistant Professor
Kobulnicky, Henry	Assistant Professor
<i>Department of Political Science</i>	
Van Winkle, Steven R.	Assistant Professor
<i>Department of Psychology</i>	
Gray, Matthew J.	Assistant Professor
Pepper, Carolyn M.	Assistant Professor
<i>Department of Theatre & Dance</i>	
Claridge, Melvin R.	Assistant Professor
<i>Women's Studies Program</i>	
Henry, Peaches M.	Assistant Professor
Zare, Bonnie Sue	Assistant Professor

College of Business

<u>Name</u>	<u>Rank</u>
<i>Department of Accounting</i>	
Herz, Paul J.	Associate Professor
<i>Department of Management & Marketing</i>	
Baker, Stacey K.	Assistant Professor
Ferrell, Linda K.	Assistant Professor
Page, Karen L.	Instructor

College of Education

<u>Name</u>	<u>Rank</u>
<i>Department of Adult Learning & Technology</i>	
Sun, Qi	Assistant Professor
<i>Department of Counselor Education</i>	
McGriff, Deborah L.	Assistant Professor
Smith, Michael R.	Assistant Professor
<i>Department of Educational Leadership</i>	
McCarthy, Robert J.	Assistant Professor
<i>Department of Educational Studies</i>	
Castaneda, Carmelita P.	Assistant Professor
<i>Department of Secondary Education</i>	
Rush, Leslie S.	Assistant Professor
Van Olphen, Marcela	Assistant Professor

FIRST-YEAR TENURE-TRACK REAPPOINTMENTS
College of Education

Name

Rank

Dept. of Elementary & Early Childhood Education

Muir, Katherine Instructor

Dept. of Elementary & Early Childhood Education

Parkinson, Debra D. Assistant Professor

College of Engineering

Name

Rank

Department of Civil & Architectural Engineering

Urynowicz, Michael A. Assistant Professor

Young, Rhonda K. Assistant Professor

Department of Computer Science

Gamboa, Ruben Assistant Professor

College of Health Sciences

Name

Rank

Division of Kinesiology and Health

Bertelsen, Susan L. Assistant Professor

School of Nursing

Conley, Virginia Mary Assistant Professor

School of Pharmacy

Hermansen-Kobulnicky, Assistant Professor

Carol J.

Ontko, Allyn C. Assistant Professor

Sreejayan, Assistant Professor

College of Law

Name

Rank

Benson, Reed D. Assistant Professor

Boomgaarden, Lynnette Assistant Professor

Bridgeman, Jacquelyn Assistant Professor

FIRST-YEAR EXTENDED-TERM-TRACK REAPPOINTMENTS

1. Faculty

Academic Affairs

Name

Rank

American Heritage Center

Bowen, Shannon E. Assistant Archivist

University Libraries

Name

Rank

Coe Reference Department

Staley, Robert A. Assistant Librarian

Science Reference

Schmidt, Lawrence O. Assistant Librarian

Systems

Boss, Stephen C. Assistant Librarian

FIRST-YEAR EXTENDED-TERM-TRACK REAPPOINTMENTS

2. Academic Professionals

Academic Affairs

<u>Name</u>	<u>Rank</u>
<i>Ellbogen Center for Teaching and Learning</i>	
Hill, Robin K.	Assistant Lecturer

College of Agriculture

<u>Name</u>	<u>Rank</u>
<i>Cooperative Extension Service</i>	
Bradshaw, Amelia M.	Assistant Extension Educator
Hill, Hudson R.	Assistant Extension Educator
<i>Department of Plant Sciences</i>	
Spence, Raina	Assistant Research Scientist

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>
<i>Department of Botany</i>	
Driese, Kenneth I.	Assistant Research Scientist
Meyer, Carolyn B.	Assistant Lecturer
<i>Department of Criminal Justice</i>	
Apgar, E. Stormy	Assistant Lecturer
<i>Department of Physics & Astronomy</i>	
Thayer, David R.	Assistant Lecturer

College of Health Sciences

<u>Name</u>	<u>Rank</u>
<i>Division of Kinesiology and Health</i>	
Werhonic, Gary	Assistant Lecturer

College of Law

<u>Name</u>	<u>Rank</u>
Sullivan, Sheryl L.	Assistant Dean

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.

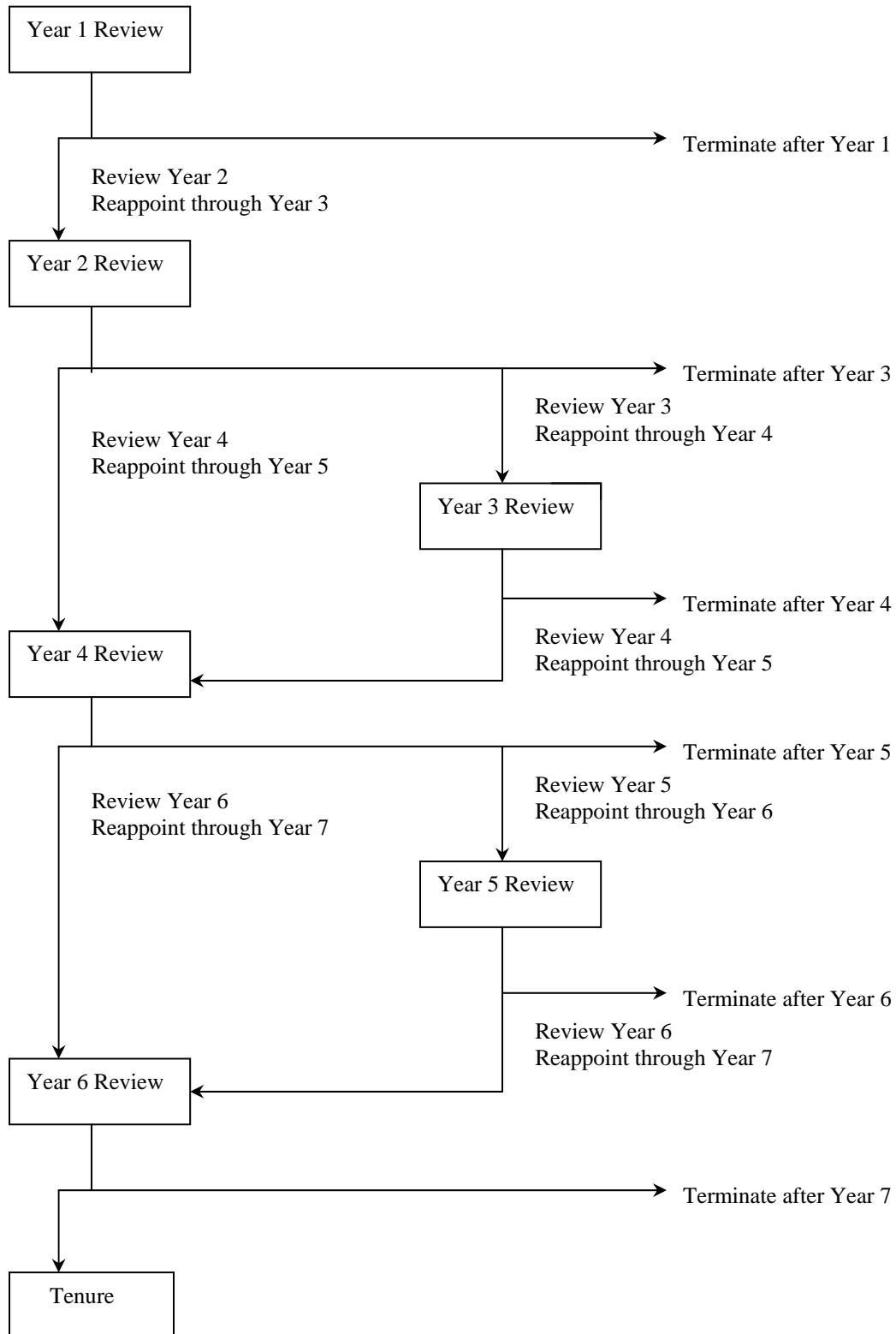
Terminal Degree

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



COMMITTEE OF THE WHOLE (Regular Business)

Trustee Davis moved to approve the amended agenda for the Committee of the Whole under Regular Business to include Awarding of Honorary Degrees, Approval for Appraisal in Goshen County, and Authorization for Quiet Title Action; Trustee Neiman seconded. Motion carried.

AMENDMENT OF TRUSTEE BYLAWS

(see following pages)

UNIVERSITY OF WYOMING

Office of General Counsel
P.O. Box 3434 • Room 204, Old Main • Laramie, WY 82071-3434
(307) 766-4123 • fax (307) 766-2993

February 17, 2003

To: University of Wyoming Trustees

From: Rod Lang
Senior Associate General Counsel

Trustees:

During the last two Board meetings, you suspended your rules and implemented a new Board structure in conducting meetings. To permanently implement this structure the Board needs to amend its by-laws. Such an amendment requires provision of notice of the change with notice of the regular meeting, provision of the exact language of the change with the notice and a two-thirds vote of all the Trustees during the regular meeting.

The only changes required are to Article III, Sec. 3-2 which amends the order of business and to Article VII which deletes all committees except the Executive and Investment committees. The deleted sections include 7.3 through 7.7. Additionally section 7.8 has been changed to reflect the singular chairman. The proposed changes are as follows:

Article III. PROCEDURE AT MEETINGS

Section 3-1. QUORUM

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

Section 3-2. ORDER OF BUSINESS

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

Roll call of members

Approval of minutes of last meeting

Election of officers

Reports

Public Testimony

Investment Committee Report

Committee of the Whole (Consent Agenda)

Committee of the Whole (Regular Business)

Unfinished Business

New Business

Article VII. COMMITTEES OF THE TRUSTEES

Section 7-1. EXECUTIVE COMMITTEE

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

Section 7-2. INVESTMENT COMMITTEE

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

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

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

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

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

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

Section 7-3. COMMITTEE CHAIRMEN

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

Vice President Richard Miller spoke about the change in format that the Board has adopted and tested during the last three meetings. The by-laws will need to be changed to allow the Board to continue within this format. The new process eliminates the different committees, retains the Investment Committee, and provides a venue for better information and education on the various topics that the Board considers. Trustee President Hunt noted that such an amendment will require a two-thirds vote of the Board to effect a change to the by-laws. President Dubois also asked about the composition of the Executive Committee when the immediate past president no longer serves on the Board. Vice President Miller commented that

the vice president will serve the duties of president under a by-law that says UW is to fill vacancies in officers' positions, and the Board may want to elect a vice president for the Executive Committee meeting that will occur prior to the election, since there is not one.

Trustee Schaefer moved to approve the amendment to the Trustees' Bylaws; Trustee Richards seconded. Members of the Board noted that they like the new format, and asked about receiving the Report in a different format, because they did not receive all the information in advance. Trustee President Hunt noted that much of the information could not be provided in advance. Vice President Miller confirmed that Trustee Spicer would serve on the Executive Committee as the immediate past president. The motion carried, with one nay.

AUTHORIZE SELECTION OF ARCHITECT AND APPROVAL OF SITE FOR DAY CARE

Trustee Spicer moved for approval of the selection of an architect and approval of the site for the day care; Trustee Haynes seconded. Trustee Schaefer added a friendly amendment that the site would be 30th & Lodgepole, and that the Board would accept the recommendation for the architect of TSP 2, and the price would not exceed \$2 million. He clarified that this motion is for payment of construction. No amount is available on the cost of the architect, but the amount is included in the \$2 million. The percentage for the architect is estimated at 10-12%, and includes design and construction. Trustee Davis noted that he would abstain from voting due to unfamiliarity with the topic, and asked that it be broken into smaller motions. The first motion was to approve selection of the architect, TSP 2, and the motion carried. The second part of the motion was to approve the site of the day care as 30th & Lodgepole, not to exceed \$2 million for the design and construction, and the motion carried. President Dubois noted that he would bring back information to the Board regarding recommendations on what to do with existing properties and disposition of the funds from the sale of those properties.

APPROVAL OF SERIES 2003 BOND REFUNDING ISSUE

Vice President Baccari was available to answer questions on this motion. Trustee Spicer moved for approval of the Series 2003 Bond Refunding Issue; Trustee Davis seconded. Motion carried.

RESOLUTION AUTHORIZING EXECUTIVE COMMITTEE TO APPROVE ISSUANCE OF BONDS TO FUND HEALTH SCIENCES AND DAY CARE CONSTRUCTION

The University's request for construction funding for the Health Sciences project is still pending approval by the 2003 Wyoming Legislature. It is uncertain whether or not the Legislature will be able to fund the project, in which case it is the intent of the University to proceed with the project using its bonding authority to pay for construction. If it becomes necessary to issue bonds, then the plan is to issue approximately \$17 million for two projects; Health Sciences for \$15 million and the childcare center for \$2 million. Funding for the cost of issuance and a debt service reserve would be in addition to the \$17 million for construction.

In the event it becomes necessary to issue bonds for the Health Sciences project, it is recommended that the University do so as soon as possible to take advantage of current interest rates, which are at or near historic lows. It is recommended that the Trustees approve the resolution on the following page authorizing the Trustee Executive Committee to execute bond documents for construction of the Health Sciences project and the childcare center on behalf of the Board of Trustees.

Trustee Schaefer moved for the approval to issue bonds for funding of Health Sciences and day care construction; Trustee Richards seconded. The motion carried.

THE TRUSTEES OF THE UNIVERSITY OF WYOMING

RESOLUTION

AUTHORIZING THE EXECUTIVE COMMITTEE OF THE TRUSTEES OF THE UNIVERSITY OF WYOMING TO MAKE SUCH DETERMINATIONS AND TAKE SUCH ACTIONS AS MAY BE NECESSARY WITH RESPECT TO FUNDING FOR THE HEALTH SCIENCE CENTER AND DAY CARE CENTER.

WHEREAS, the University of Wyoming (the "University") is pursuing funds for the construction of a health science center and a day care center (the "Projects"); and

WHEREAS, determinations with respect to Project funding may be necessary during the recess of the Trustees of the University of Wyoming (the "Trustees"); and

WHEREAS, the Trustees have determined that it would be advantageous to allow the Executive Committee of the Trustees (the "Executive Committee") to make such determinations and take such actions as may be necessary with respect to such Project funding, including, but not limited to, the authorization, issuance and sale of revenue obligations under the University Securities Law;

NOW, THEREFORE, BE IT RESOLVED BY THE TRUSTEES OF THE UNIVERSITY OF WYOMING THAT:

Section 1. **Authorization.** Pursuant to Sections 2-5 and 7-1 of the *Bylaws of the Trustees of the University of Wyoming*, the Trustees hereby authorize the Executive Committee to act for the Trustees, to make such determinations and to take such actions as may be necessary with respect to Project funding. All such actions of the Executive Committee shall be reported to the Trustees at their next regular or special meeting for approval and ratification, and shall be entered in full upon the minutes of such meeting of said Trustees.

Section 2. **Repeal of Inconsistent Resolutions.** All other resolutions of the Trustees, or parts of resolutions, inconsistent with this Resolution are hereby repealed to the extent of such inconsistency.

Section 3. **Effective Date of Resolution.** This Resolution shall take effect immediately upon its passage.

ADOPTED AND APPROVED BY THE TRUSTEES OF THE UNIVERSITY OF WYOMING this day of March, 2003.

(SEAL)

THE TRUSTEES OF THE UNIVERSITY
OF WYOMING

By: _____
President

Attest:

Secretary

AUTHORIZATION TO RAZE ACACIA

Trustee Haynes moved to raze the Acacia House; Trustee Schaefer seconded. Trustee President Hunt asked if there were any questions on this issue. The motion carried.

AUTHORIZATION TO RENOVATE DELTA CHI

Trustee Schaefer moved to approve authorization to renovate Delta Chi, Trustee Richards seconded. Trustee President Hunt noted that the project might be one that the Board would want to attach a dollar figure to. Trustee Schaefer amended his motion to include the notation that the renovation is not to exceed \$225,000, which includes the information noted in the packet, and includes the addition of the mentor suite. The figure also included the addition of an elevator to address ADA needs. Trustee Sapp asked if the building could be renovated to a little better level of remodel than the remodeled house he lives in. The Board does not intend to designate the long-term use of this house. Motion carried.

APPROVAL OF TUITION, FEES, CHARGES, REFUNDS, AND DEPOSITS, July 1, 2003-
JUNE 30, 2004

Tuition and Fees for FY'04

Development of the tuition proposal for FY 2004 follows the conceptual framework for converting the tuition structure to a credit hour model as previously discussed with the Board. Preparations to convert to a linear tuition model involved an extensive analysis of the current enrollment profile, defining tuition categories that will be used in the model, and establishing tuition rates that would be needed to convert to a linear tuition model. Embedded within UW's conversion to a per-credit tuition structure are several factors that require detailed quantification. The two key factors to consider include the cost to the student (what they pay for tuition) and the tuition revenue generated. The Trustees charged the administration with designing the conversion so that it would be "cost neutral" to the average student and "revenue neutral" to the institution. While simple in spirit, both concepts involve complications. The main complication is the anticipated effect on revenue that may occur as students change their enrollment behaviors. Presently an undergraduate student pays the same tuition for enrolling in 12 to 18 credits. With conversion to the per-credit tuition structure these same undergraduate students would incur additional tuition costs for enrollment beyond 15 credits. This may cause some students to decrease their credit hour loads to avoid the additional cost.

Data from the current academic year and an analysis of prior years provided the necessary information to determine the average credit load taken by UW students during each semester. The average credit load for full time students is presented in the table below.

Table 1
University of Wyoming
Average Credit Hour Enrollment
By
Tuition Classification

Tuition Classification	Average Full Time Hours
Resident Undergraduate	15.0
Nonresident Undergraduate	14.9
Resident Graduate	10.9
Nonresident Graduate	11.9
Resident Law	14.6
Nonresident Law	15.0
Resident Pharmacy	16.8
Nonresident Pharmacy	17.4

From Table 1 it is possible to calculate a cost neutral (nominal) credit-hour tuition rate for each tuition classification. The following table shows the nominal tuition rate for each tuition classification based upon the tuition rates currently being assessed. Note that the average tuition loads have been converted to whole hours rather than hours and tenths. Additionally, because of the variance in average credit hours for residents and nonresidents at the graduate level, this classification will be converted utilizing the average of all students producing an average credit hour load of 11 hours. The nominal rate is calculated by taking the full time tuition charge and dividing that number by the average credit hours of enrollment.

Table 2
 University of Wyoming
 Nominal Tuition Rates for FY 2003

Tuition Classification	Average Credit Hours	Full Time Tuition Rate	Nominal Tuition per Hour
Resident Undergraduate	15.0	\$1,200.00	\$80.00
Nonresident Undergraduate	15.0	\$4,032.00	\$268.80
Resident Graduate	11.0	\$1,494.00	\$135.82
Nonresident Graduate	11.0	\$4,338.00	\$394.36
Resident Law	15.0	\$2,256.00	\$150.40
Nonresident Law	15.0	\$5,088.00	\$339.20
Resident Pharmacy	17.0	\$2,652.00	\$156.00
Nonresident Pharmacy	17.0	\$5,484.00	\$322.59

Converting tuition charges at a cost neutral point does not produce revenue neutrality for the institution. The reason that this conversion is not revenue neutral relates to two factors in the enrollment profile. The first factor is the discount in tuition rate that will be realized by part time students. One of the desired objectives in converting to a linear tuition structure has been to eliminate the disparity in tuition rates between part time students and full time students. The present rate for part time resident undergraduates is \$100 per credit hour compared to the nominal rate of \$80 per hour paid for a full time student taking fifteen hours. Converting to a linear tuition structure provides \$20 per credit hour savings to the resident part-time undergraduate, but this discount also reduces the amount of revenue that is presently generated. The second factor relates to the credit hour enrollment for students taking more than the average credit load. Using the resident undergraduate tuition classification as an example, a student enrolling in 18 credits presently has a nominal tuition rate of \$66.67 per hour ($\$1,200 \div 18$) compared to \$80 per hour for 15 credits. Upon conversion to a linear tuition structure some students taking more than the average credit load will no longer purchase additional credits. A precise estimate for this change in enrollment behavior cannot be determined but the revenue

implication based upon the current enrollment profile indicates that for each five percent change in credit hour production beyond the cost neutral tuition rate there will be a \$32,000 change in revenue. If 75% of the credit hour production beyond the cost neutral point is lost, the revenue impact to the institution would approach \$480,000 per semester – approximating the amount of additional revenue generated this fiscal year through enrollment increases and the tuition adjustment.

It is not possible to precisely determine the revenue effect that may be experienced on conversion to a linear tuition model. The discount realized by part time students may entice more part time students to enroll for additional credit hours. The additional cost for students enrolling in credits beyond the cost neutral point will also depend upon many factors including the necessity to take the hours to complete their degree next year or the availability of financial aid to cover the additional cost.

Rather than speculating on factors that cannot be determined, it is recommended that the tuition structure for the University of Wyoming be converted to a cost neutral model for full time students utilizing rates rounded to the nearest whole dollar.

Table 3
University of Wyoming
FY 2004 Tuition Rates converted to Credit Hour

Tuition Classification	Credit Hour Rate
Resident Undergraduate	\$80.00
Nonresident Undergraduate	\$269.00
Resident Graduate	\$136.00
Nonresident Graduate	\$394.00
Resident Law	\$150.00
Nonresident Law	\$339.00
Resident Pharmacy	\$156.00
Nonresident Pharmacy	\$323.00

Tuition Adjustment for FY 2004

Conversion to a credit hour or linear tuition structure does not address the issue of whether tuition rates for the next fiscal year should be adjusted. Basic operating costs for the institution continue to increase against the background of a fixed operating budget. While inflation, as measured by the Wyoming Cost of Living Index, remains low, the facts show that the inflation rate in Wyoming has averaged more than 3% for each of the past three years. Similar to the recommendation made last year, it is recommended that the tuition rate for all tuition classifications be increased by 3% for FY 2004. Applying this inflation adjustment to the credit hour rates noted above produces the following recommended tuition rates for the fiscal year. Again, tuition rates have been rounded to the nearest whole dollar.

Table 4
Recommended Tuition Rates
Fiscal Year 2004 before Fee Conversion

Tuition Classification	Credit Hour Rate
Resident Undergraduate	\$82.00
Nonresident Undergraduate	\$277.00
Resident Graduate	\$140.00
Nonresident Graduate	\$406.00
Resident Law	\$155.00
Nonresident Law	\$349.00
Resident Pharmacy	\$161.00
Nonresident Pharmacy	\$333.00

Mandatory Fee Conversion for FY 2004

In addition to the recommended 3% tuition adjustment for FY 2004, it will be necessary to further adjust the proposed tuition rates to incorporate recommendations for converting the mandatory fees for Computer Access, Career Services and Study Abroad to a tuition charge

rather than a mandatory fee assessment. A complete description concerning the restructuring of mandatory fees is contained in the next section of this report.

The proposed conversion of the mandatory fees noted above to a tuition charge requires an adjustment of \$2.00 per credit hour to generate approximately the same revenue that would be collected through mandatory fees. Adjusting the rates from Table 4 produces the final tuition rates being proposed for FY 2004 as shown in the following table.

Table 5
Recommended Tuition Rates
FY 2004

Tuition Classification	Credit Hour Rate
Resident Undergraduate	\$84.00
Nonresident Undergraduate	\$279.00
Resident Graduate	\$142.00
Nonresident Graduate	\$408.00
Resident Law	\$157.00
Non Resident Law	\$351.00
Resident Pharmacy	\$163.00
Nonresident Pharmacy	\$335.00

Changes in Mandatory Fees

Discussion of the Mandatory Fees for FY 2004 also involves a multiple step process. The present fee structure served as the basis upon which fee recommendations were developed. From this analysis, a separate recommendation has been developed to incorporate a fee restructuring proposal that have been developed by a taskforce that spent the past year reviewing mandatory fees.

The proposed fees shown in table 6 and subsequent conversion for the fee restructuring proposal have been revised from the information presented to the Board at the January meeting.

The fee increases needed to fund health insurance contributions have been revised to reflect an anticipated 75% contribution rate for both single and family coverage. This proposal significantly increased the projected cost for next fiscal year and necessitated some revisions to the fee structure.

The overall mandatory fee proposal in January showed fees increasing from \$298.35 to \$318.85 – an increase of \$20.50 or 6.9%. The current calculation to adjust for health insurance contributions will increase the fees from \$298.35 to \$325.35 – an increase of \$27.00 or 9.1%.

With the proposed restructuring of fees, full-time students will still realize a cost savings in comparison to the present fee structure.

A subsequent revision to the proposed fees, either up or down, may be necessary depending upon final legislative action concerning state contributions to the group health insurance program.

Table 6
 Proposed Mandatory Fees
 FY 2004

Mandatory Fees Academic Year, full-time students, per semester	FY 2002	FY 2003	FY 2004	% change FY 03 to FY 04
Student Health Services	60.00	66.00	68.00	3.0
Intercollegiate Athletics	22.25	50.00	50.00	0.0
Wyoming Union	75.00	82.50	91.00	10.3
Student Publications	9.25	10.75	11.50	0.0
ASUW	28.00	28.00	35.60	7.0
Career Services	3.50	4.00	4.00	0.0
Recreation Programs	21.00	26.50	32.75	23.6
General Access Computer	20.00	20.00	20.00	0.0
Recycling (ASUW)	1.10	1.10	1.50	36.4
Wellness (ASUW)	3.00	4.00	5.50	37.5
Music/Theater/Cultural Productions		2.50	2.50	0.0
Student Exchange/Study Abroad		3.00	3.00	0.0
Total Mandatory Fees	243.10	298.35	325.35	9.1

Restructuring Mandatory Fees

In concert with the work undertaken to convert the institution's tuition structure to a credit hour basis, a taskforce composed of students and university administrators was formed by the President to review the structure of the mandatory fees. This taskforce, chaired by Ken Griffin, spent the past year reviewing the mandatory fee structure from various institutions and deliberating on possible alternatives to implement within the University of Wyoming.

The recommendations developed through this review were unanimously endorsed by the taskforce and delivered to the President in December. The recommendations include consolidation of several mandatory fees into a single charge, converting several fees to a tuition charge rather than a mandatory fee, and structuring all fee assessments as flat rate charges as opposed to the current system that charges some fees at the credit-hour up to full time enrollment

and then a flat fee beyond that. The fee restructuring proposal would reduce the number of mandatory fees from the 12 presently assessed to 5 fees that would be assessed in the future.

All students would be assessed two fees to support programs and activities that benefit the entire campus. The first of these two fees is an assessment of \$84.00 (based upon FY 2004 fee request) to support the operations and debt service for the Wyoming Union. Presently this fee is assessed by the credit hour for part time students and at a flat rate for full time students. The proposed flat rate fee would replace the existing fee assessment. The second fee that all students would pay includes support of ASUW, Student Publications, Recycling, Wellness, and Music and Theater. The proposed assessment to convert these numerous fees to a single charge reflects a rate of \$50.00 per student.

Students enrolled full time, and those electing to purchase an optional fee package, would be assessed semester charges for access to Student Health (\$68.00), Athletics (\$50.00) and Recreation (32.75). In total a full time student would pay \$284.75 per semester for mandatory fees under the proposed fee restructuring compared to the \$325.35 proposed for FY 2004 under the present fee structure, or a reduction of \$40.60.

The mandatory fees presently assessed for Career Services (\$4.00), Study Abroad (\$3.00), and Computer Access (\$20.00) would be converted to a tuition assessment. Based upon the prior narrative discussing the conversion of tuition to a credit hour model, the conversion of these mandatory fees would require an additional assessment of \$2.00 per credit-hour of enrollment to generate the same revenue (reference Table 5.) The additional tuition assessment to cover fees previously assessed as mandatory fees would still result in a lower total cost to full time students. Students enrolling for 15 credits would pay an additional cost of \$30 for the

conversion of mandatory fees. This additional \$30 assessed in tuition compared to the \$40.60 in fee reduction noted above still provides a \$10.60 overall cost reduction.

In summary, it is recommended that the Trustees approve the mandatory fees presented in Table 6 and that these fees be converted to the new fee model discussed above. The conversion of mandatory fees for FY 2004 would yield the fee structure as shown in the table below.

Mandatory Fees
 FY 2004
 (with restructure)

MANDATORY FEES Academic Year per Semester	FY 2004
All Students	
Wyoming Union	\$84.00
Student Services ¹	\$50.00
Full Time Students	
Student Health	\$68.00
Athletics	\$50.00
Recreation	\$32.75
Total for Part Time Students	\$134.00
Total for Full Time Students	\$284.75

¹Student Services Fee includes ASUW (\$31.50), Student Publications (\$10.00), Recycling (\$1.35), Wellness (\$4.90), and Music/Theater (\$2.25).

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 operations and benefit assumptions used to adjust the mandatory fees. Additionally, projected utility costs for the residence halls and apartments and loan and debt service payments have been factored into the rate adjustments. Salaries, benefits and utility costs

represent the major cost components for the residence hall and apartments. 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 2003	FY 2004	% change
Double Occupancy Room	2,182.00	2,372.00	8.7
Single Occupancy, Washakie Halls	3,274.00	3,560.00	8.7
Single Occupancy Room, Crane/Hill	3,228.00	3,510.00	8.7

Apartment Rental Rates, Student Per month	FY 2003	FY 2004	% change
One Story Complex (Summit View)			
One bedroom	396.00	419.00	5.8
Two bedroom	493.00	522.00	5.9
Landmark Village	515.00	546.00	6.0
River Village			
Two bedroom	614.00	650.00	5.9
Three bedroom	692.00	733.00	5.9
1111 Lewis Street			
One bedroom	505.00	535.00	5.9
Two bedroom	656.00	695.00	5.9
Spanish Walk, one bedroom	462.00	489.00	5.8
1107 Lewis (per person for 5 residents)	345.00	365.00	5.8
1220 Bradley Street, two bedroom	783.00	829.00	5.9

Board Charges, Academic Year Fall and Spring semesters, excluding Thanksgiving, Christmas, Spring and Easter breaks	FY 2003	FY 2004	% change
Unlimited access plan*	2,938.00	3,174.00	8.0
Any 15 access plan*	2,558.00	2,764.00	8.0
Any 12 access plan*	2,418.00	2,612.00	8.0
Any 9 access plan	1,908.00	2,062.00	8.0
Any 7 access plan	1,538.00	1,662.00	8.0
Any 5 access plan	1,152.00	1,244.00	8.0
Any 3 access plan	720.00	778.00	8.0
Lunch only, 5 per week	940.00	1,016.00	8.0

* Students in Washakie Complex must choose one of these meal plans

Full detail of all university charges and tuition rates is contained within the *Fee Book* that was distributed at the last meeting. Only the major fee assessments for mandatory fees, residence hall room and board, and apartment rents have been highlighted in this discussion.

President Dubois noted that the approval of tuition and fees needs to occur at this meeting. Vice President Harris talked further on the process of the determination of tuition and fees, and how the figures were determined. The mandatory fees were also included in the restructuring of the costs to attend UW. The Board asked questions on the different areas of tuition, and inquired as to the impact on the full-time students that receive scholarships. Other questions included the adjustments that UW is facing regarding utility costs in residence halls and other housing facilities. Relative to the national market, the university is dropping in its rates and is around the 17th percentile. The Board asked for a thumbnail description to carry with them when they're speaking with parents in the state. Trustee Spicer moved approval of the tuition, fees, charges, refunds and deposits as outlined by Vice President Harris; Trustee Haynes seconded. After additional discussion on mandatory fees in the Board, Trustee President Hunt called for the question. Motion carried.

Trustee Richards then requested that the Board consider a point of order that Board members need to maintain a higher level of consideration for one another's points of view.

LAND CHANGE FOR CENTRAL WYOMING COLLEGE

(see following pages)

UNIVERSITY OF WYOMING

Office of General Counsel
P.O. Box 3434 • Room 204, Old Main • Laramie, WY 82071-3434
(307) 766-4123 • fax (307) 766-2993

February 20, 2003

Re: Reversion restriction on Central Wyoming College property
From: Rod Lang, Senior Associate General Counsel

Trustees:

At the last Board meeting the Trustees discussed a request from Central Wyoming Community College to clarify deed language related to a transfer of property from the University of Wyoming to Fremont County Community College District. The original transfer was approved by the University Trustees in 1969, with filing of a quit claim deed in 1972. The quitclaim deed contains a condition subsequent which states:

It is understood and agreed that the premises herein described shall be conveyed upon the express condition that the described premises shall be used principally for educational purposes and programs which are authorized by the grantee or other successor in title which is an education institution or agency created and existing pursuant to the laws of the State of Wyoming. In the event that said condition is breached, the grantor or its successor may re-enter and take possession of the described premises, upon which event the estate conveyed hereby shall cease and terminate.

The Central Wyoming CC board has requested relief from this limitation so that they can more effectively use and develop this property. They have had the opportunity of a Community Development Block Grant to allow them to make improvements to the property. With improvements they were hoping to arrange a lease with the National Outdoor Leadership School (NOLS) to retain the Wilderness Medicine Institute in Lander.

The University's legal office has worked with counsel from Central Wyoming Community College to draft a clarifying agreement. In summary the attached draft allows the College to:

- Enter into agreements with other entities to develop and use the property for educational and recreational uses;
- Sell a portion of the property, subject to restrictions, to obtain funds to develop and use the remainder of the property;
- Enter into joint powers agreements as specified in state law to receive funding to enhance and develop the property;
- Enter into long-term leases.

The University would agree not to exercise its right of reversion so long as the College:

Did not sell any portion of the property unless the monies from the sale are used to develop and enhance the remaining property;

- Did not sell any portion of the property unless the buyer is subject to a restrictive covenant requiring the transferred property to be open to public recreation;
- Ensures that any property that remains under the ownership and control of the College is used primarily for College educational and recreational programs; AND
- Except in the case of an outright sale, the College shall retain the controlling interest and authority for use and development of the property.

We believe this document enhances the College's desire for more flexibility to develop and use this property for educational and recreation purposes, while protecting the University's desire that the use of the property be for educational purposes and programs.

The request is that Board approve the attached Agreement between the University of Wyoming and Fremont County Community College District.

AGREEMENT

This Agreement is made this _____ day of _____, 2003, by and between the Trustees of the University of Wyoming, and Fremont County Community College District, operating as Central Wyoming College, hereinafter referred to as Central Wyoming College.

RECITALS

WHEREAS, by Quit Claim Deed, dated November 14, 1972, and recorded in the Office of the Fremont County Clerk on November 17, 1972, at Book 33, Page 590, Instrument No. 833419, the University of Wyoming conveyed to Central Wyoming College, the following real estate located in Fremont County, Wyoming, in fee simple, subject to a condition subsequent:

A parcel of land located in Section 3, T. 32 N., R. 100 W., 6th P.M., Fremont County, Wyoming, more particularly described as follows:

Beginning at the Northeast corner of the SE¹/₄SW¹/₄, said Sec. 3; thence West 704.00 feet; thence N. 10°45' W., 2,454.95 feet; thence N. 89°36'41" E., 1,067.79 feet; thence N. 89°41'57" E., 1,347.53 feet; thence S. 5°34'36" E., 1,099.31 feet; thence S. 1°08'24" E., 1,322.45 feet; thence S. 89°35'30" W., 1,386.56 feet to the point of beginning containing 126.33 acres more or less.

and;

WHEREAS, the condition subsequent contained in said deed provides as follows:

The above premises are conveyed upon the express condition that the described premises shall be used principally for educational and recreational purposes and programs which are authorized by the Grantee or other successor in title which is an education institution or agency created and existing pursuant to the laws of the State of Wyoming. In the event that said condition is breached, the Grantor, or its successor may re-enter and take possession of the described premises, upon which event the estate conveyed hereby shall cease and terminate.

and;

WHEREAS, the condition subsequent makes it difficult for Central Wyoming College to make long term plans and secure financing to improve and enhance the land and existing facilities for educational and recreational purposes; and

WHEREAS, by entering into an agreement defining the expectations, rights and responsibilities in regard to the condition subsequent, both the University of Wyoming and Central Wyoming College can remove the uncertainties attendant to the condition subsequent,

and allow Central Wyoming College the flexibility it needs to improve and enhance the facilities for educational and recreational purposes.

NOW, THEREFORE, in consideration of the foregoing recitals, and in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. Subject to the restrictions provided in paragraph two below, Central Wyoming College shall be allowed to develop, improve and enhance the property for educational and recreational purposes by:

- a. Entering into public/private partnerships with other entities to better develop and utilize the premises for educational and recreational purposes;
- b. Selling a portion of the property so that the proceeds of the sale could be used to develop and enhance the remainder of the property;
- c. Entering into a joint powers agreement(s) with appropriate public entities to seek and obtain grant and other available funding to enhance and develop the property; and
- d. Entering into long term leases with public or private entities.

2. The University of Wyoming will not exercise its rights of reversion under the reversionary clause of the deed provided that Central Wyoming College:

- a. Shall not sell any portion of the premises unless the net proceeds are set aside and used exclusively to develop and enhance the remaining portion of the premises;
- b. Shall not sell any portion of the property unless the College's grantee and any successors in title shall be bound by a restrictive covenant requiring the transferred property to remain open to public recreation;
- c. Shall assure that any part or all of the premises that remain under the ownership or control of Central Wyoming College shall be used principally for educational and recreational purposes and programs which are authorized by Central Wyoming College; and
- d. Except in the case of an outright sale as provided above, shall maintain a controlling interest or authority with respect to the use and development of the premises upon entering into any private/public partnerships with any other entity or a joint powers agreement.

3. Amendment. Neither this Agreement nor any term or provision hereof may be changed, waived, discharged, or terminated orally, or in any manner other than by an instrument

in writing signed by the party against which the enforcement of the change, waiver, discharge, or termination is sought.

4. Binding effect. This Agreement shall be binding upon and inure to the benefit of the respective parties, and their successors and assigns.

5. Waiver. Any waiver by either party of any breach or any term or condition of this Agreement shall not be deemed a waiver of any other breach, nor shall any failure to enforce any provision of this Agreement operate as a waiver of such provision or of any other provision, nor constitute nor be deemed a waiver or release of any other party for anything arising out of, connected with or based upon this Agreement.

6. Attorney preparation. Both parties acknowledge that this agreement was prepared by legal counsel for Central Wyoming College. The University of Wyoming Board of Trustees has had an opportunity to, and in fact, has reviewed the same with an attorney of their choice prior to execution hereof.

7. Construction. This agreement has been executed in the State of Wyoming, and shall be construed in accordance with the laws of such state.

8. Entire agreement. This agreement supersedes all prior agreements and understandings, and sets forth the entire agreement and understanding of the parties hereto.

9. Severability. In the event that any term of this agreement shall be invalid, illegal or unenforceable, in whole or in part, neither the validity of the remaining part of such term nor the validity of any other term of this agreement, shall, in any way, be affected thereby.

FREMONT COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

Chairman Date

UNIVERSITY OF WYOMING
BOARD OF TRUSTEES

Chairman Date

Vice President Miller revisited this topic, noting that this item had been discussed at the January meeting, but additional information was required before bringing it to the Board for conclusion. He provided a brief history on the item, and presented it to the Board for their consideration. The primary focus of the discussion was the reversionary clause included in the deed that Central Wyoming College possessed. An agreement was developed in concert with CWC and UW to address the needs of the community college. Vice President Miller indicated that developing this agreement is not inconsistent with the Board's intentions some years ago when the agreement was devised in terms of educational development. Trustee Davis moved for approval of the agreement; Trustee Schaefer seconded the motion. Trustee Spicer asked Trustee President Hunt if he could make a plea for an alternative course. He feels this is not ground that UW has any interest nor any future interest in, and it is deeded to them. They have a board that oversees the use of this ground with broad representation from their community, and he feels it is paternalistic of him to sit on the Board in Laramie and tell them how to run their property. He suggested taking the clause off and letting them do what they need to do to run their institution. Vice President Miller noted that discussion in January led to questions, so he worked with their council to keep the interests of the Board at heart. Other concerns raised were whether this property has any potential mineral value, and even if it does, it was noted that it belongs to the people at CWC. CWC did not specifically ask for the clause to be removed, but suggested the alternate agreement that is included in the report. After considerable discussion, Trustee President Hunt called for the question. Opposed to the motion were Trustees Patrick, Spicer, Rounds, Haynes, and Willson. Trustee Hunt voted in opposition to break the tie, and the motion was defeated. Trustee Spicer moved that the reversionary clause be removed from the

agreement, and allow CWC to use the property as they see fit; Trustee Rounds seconded.

Motion carried, with naye votes from Trustee Richards, Trosper, and Neiman.

AUTHORIZATION TO CONDUCT MARKET STUDY TO ADDRESS POTENTIAL STADIUM FACILITY RENOVATION/IMPROVEMENT

Trustee Schaefer moved for the approval and authorization to conduct a market study to address potential stadium facility renovation/improvement not to exceed \$50,000; Trustee Spicer seconded. The motion carried.

AUTHORIZATION TO HIRE DESIGN FIRM TO PREPARE ARCHITECTURAL DRAWINGS FOR RESIDENCE HALLS

Trustee Richards moved to approve to hire the design firm to prepare the architectural drawings for the residence halls; Trustee Neiman seconded. Vice President Harris provided the amounts involved in this project: actual construction costs will be \$8.75 million, 15% including an amount for administrative costs, and only need about 75% to get to the actual construction documents. This would make the cost approximately \$1 million, which Trustee Richards wished added to the motion. Trustee Neiman approved also. Trustee Schaefer asked for confirmation that this will be funded from Section II funds, and President Dubois stated that was correct. Motion carried.

AUTHORIZATION TO PROCEED WITH PURCHASE OF FARM BUREAU BUILDING

Trustee Haynes moved to authorize the purchase of the Farm Bureau building; Trustee Spicer seconded. Trustee Schaefer asked the Board to review the budget information received on Friday, and suggested that it would better serve the university to purchase the building outright, and not utilize any of the Plus budget funds or federal mineral royalties. The original motion was restated by Trustee Schaefer to say that the Board approved the purchase of the Farm Bureau building with cash to free up future money received from the Plus budget; Trustee Spicer seconded. President Dubois stated that it has no impact on UW's bonding authority in any way, but reduces the cash reserve for a couple of fiscal years. After further discussion, the Board determined that they would like to have the \$1 million replaced in the reserves, Trustee President Hunt called for the question. She noted that additional discussion will take place in May on the replacement of the funding. The motion carried, with one nay from Trustee Rounds. Trustee Schaefer referred to the number of leases around Laramie held by UW, and wants an assessment from the administration to report back to the Board in May on the leases that can be eliminated when they have reached their renewal stages, and the programs relocated in the Farm Bureau building. The initial motion to purchase the Farm Bureau building was approved unanimously.

AUTHORIZATION TO AWARD HONORARY DEGREES

Trustee Schaefer moved to award an honorary degree and authorize President Dubois to make contact with that individual; Trustee Spicer seconded. Motion carried.

APPROVAL OF APPRAISERS FOR FARM ACQUISITION IN GOSHEN COUNTY

The appraisers are Fred Soltenburg of Gering, Nebraska, and Robert Brockland of Wheatland, Wyoming. Trustee Davis moved to approve the appraisers as stated; Trustee Haynes seconded the motion. Motion carried.

AUTHORIZATION TO APPROVE QUIET TITLE ACTION

Trustee Rounds moved to authorize the University's general counsel to pursue a quiet title action regarding the reversionary clause in the deed to a parcel of university land contained within the Archer Experiment Station; Trustee Richards seconded. Vice President Miller said the Board is authorizing the University to file suit to quiet title to that particular reversionary clause to get a judicial determination that all parties associated with that property are deceased, there are no other interests that need to exist and UW can sell it when it comes time, and provides a clean title, which will come back to the Board. The motion carried.

UNFINISHED BUSINESS

No unfinished business was brought before the Board.

NEW BUSINESS

Trustee President Hunt noted that the Board needs a nominating committee to nominate Board officers for the coming year. She appointed Trustees Schaefer, Neiman, Trospen, and

True, and requested that Trustee Schaefer serve as chair of that committee. This task will require the scheduling of a conference call to put the slate together.

Trustee Hunt then talked about the schedule of Board meetings that has been distributed and asked for a motion to confirm the schedule. After discussion, it was requested that the trustees review their calendars in the immediate future and advise Nicky Moore of possible conflicts they may have. This is the schedule that will work for President Dubois.

Trustee Spicer noted that a sub-committee will be working on the President's compensation and review. Trustee Hunt noted that she will think on it and put the committee together.

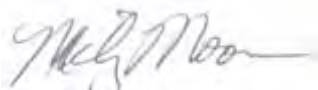
DATE OF NEXT MEETING

The date of the next meeting is May 14-16, 2003. Board orientation will occur on Wednesday afternoon, May 14, and the Commencement Dinner will be on Friday, May 16.

ADJOURNMENT

Trustee Richards moved to adjourn; Trustee Neiman seconded. The meeting adjourned at 10:35 a.m.

Respectfully submitted,



Nicky S. Moore
Deputy Secretary, Board of Trustees



Crystal R.M. Bennett
Asst. to the VP for Administration