

**WASHBURN UNIVERSITY OF TOPEKA**  
**BOARD OF REGENTS**  
**MINUTES**  
**September 22, 2016**

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**I. Call to Order**

Chairperson McGivern called the meeting to order at 4:01 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

**II. Roll Call**

Present were: Mr. Beck, Mr. Boles, Mr. Hoferer, Mr. McGivern, Mrs. Parks, Mrs. Van Etten and Mr. Wolgast. Regents Sneed and Sourk were not present.

**III. Approval of Minutes of the September 2 and July 21, 2016 meetings**

It was moved by Regent Boles and seconded by Regent Parks to approve the Minutes of the September 2 and July 21, 2016 meetings. Motion passed.

**IV. Officer Reports**

**A. Chair's Report**

Chairman McGivern welcomed new regent Helen Van Etten. Mrs. Van Etten introduced herself as an audiologist for thirty-five years in the Topeka 501 school district and said she also serves on the Kansas Board of Regents. She commented that the game day atmosphere at the football game Saturday was great and the band was phenomenal. She said Lincoln Hall is an impressive facility, one of the best in the country.

Chairman McGivern noted that he has been speaking with Dr. Farley and Marc Fried about bringing in faculty or students to make a presentation to the board at each meeting, trying to improve interaction and feedback for the board.

**B. President's Report**

President Farley reported on the opening of Lincoln Hall, saying Malcolm Mikkelsen, president of WSGA, who was present at the meeting, and others provided input from the beginning to make sure we could meet students' needs. He thanked all of the Board members for being present at Saturday's grand opening.

Dr. Farley said last year's School of Law rankings moved up 14 spots. Our Trial Advocacy program ranks #12 in the nation. The Legal Research Writing program also rated high. He said one of our students, Joe Pilgrim, was identified as one of the Top Five Law Students of the Year in the U.S. last year by *The National Jurist*. Pilgrim graduated in May. Dr. Farley said we have hired a new faculty member, Burke Griggs, who is a nationally respected water law expert. Griggs formerly worked in the AG's office.

President Farley said the School of Business annual Pitch competition will be held October 6. He said this is where students pitch new business ideas to get real dollars. This year we are inviting high school students to join the event. Last year, one of the students had a strange/unique product idea – for flossing teeth.

Dr. Farley reported the debate team won its first competition for the year at William Jewell. He said there are no divisions in debate so competition is with schools of all sizes.

He announced Alpha Phi will celebrate its centennial on campus this year.

President Farley said the Edelman-Rebant family was recognized as “Family of the Year” at half-time of the game last Saturday. He said at least three generations of family members are attending or had attended Washburn University or Washburn Institute of Technology.

Dr. Farley said tomorrow there will be a meeting of faculty from across the state to discuss what courses should look like in the future and what outcomes should be. The meeting involves all 32 institutions in the state, and they will be working so that classes automatically transfer from one institution to another. He said over 300 faculty will be on campus tomorrow for the meeting.

President Farley introduced Shaun Schmidt, President of Faculty Senate, and Linsey Modellmog, Vice-President of Faculty Senate, also a graduate of Washburn; Ryan Calovich, chair of Staff Council, and Malcolm Mikkelson, President of the Washburn Student Government Association.

## **C. Committee Report(s)**

### **1. Audit Committee**

Regent Beck, Chair of the Audit Committee, reported the Committee met with a team from Rubin Brown. He said they discussed the plan of work on the audit and look to have a report on December 14. He said they are looking at high risk areas, tuition receivables. He indicated it is a good team and the Committee has confidence in them.

## **D. Treasurer’s Report**

### **1. Liquidated Claims Approval – July 2016**

It was moved by Regent Parks and seconded by Regent Wolgast to accept the Liquidated Claims for July 2016. Motion passed.

## **V. New Business**

### **A. Consent Agenda**

It was moved by Regent Hoferer and seconded by Regent Boles to approve the Consent Agenda. Motion passed.

#### **1. Personnel**

##### **a. Faculty/Staff Personnel Actions**

hire Phillip Hauptman for one year as lecturer in CIS effective August 1, 2016; and, recruitment pending for new adult education instructor at Washburn Tech.

### **B. Action Items**

#### **1. Health Insurance Renewal**

Jim Martin, Interim Vice President for Administration and Acting Treasurer, presented the health insurance item, saying the Plan is a calendar year plan. He said there have been extensive discussions with Blue Cross Blue Shield of Kansas. The initial report is that claims were up 10% last year, so initially we were looking at a 10% increase in premiums. Mr. Martin said Washburn worked to improve premiums, and finally came up with a plan to adjust premiums for the regular plan up 4% and the buy-up plan up 10%. He said other changes will allow us to stay within budget. He said 80% of employees elect the regular plan. Plan deductibles will go up from – \$1,000 individual/\$3,000 family to \$1,500 individual/\$4,500 family. The regular office copay will stay \$30, but office co-pay to a specialist will rise to \$40. Emergency Room co-pays will rise to \$250, but not this does not apply to use of urgent care or Walgreen's clinics.

In response to a question about tiered premiums, Mr. Martin noted that we have six tiers which keep premium costs lower for lower-wage earners. He said every level is up 4%, but if the employee elects employee-only coverage, there will still be no premium. In Washburn's medical plan, Washburn picks up 85% of the costs of the plan. We have kept the premium increase to 4%, but the reality is that premiums will be going up every year. Mr. Martin has chaired the benefits program for several years and there have been years where there was no raise in premiums. The Plan still works to protect those who earn less.

In response to a question why claims up 10%, Mr. Martin responded that everything was up, but drug costs were significantly higher.

It was moved by Regent Parks and seconded by Regent Hoferer to approve the Health Care Plan renewal. Motion passed.

## **2. Renewal of Insurance Policies**

Jim Martin, Interim Vice President for Administration and Acting Treasurer, presented the item, saying there was better news for liability and worker's comp insurance. He said the Administration is recommending renewal of the list of policies. There is a reduction of \$57,000 from last year's total, including reduction of \$80,000 in worker's comp. He said there was great work by others to get the contingent percentage to .71 when in past years it has been over 1.0.

It was moved by Regent McGivern and seconded by Regent Boles to approve the renewal of insurance policies. Motion passed.

## **3. Expansion of the RN to BSN Program**

Dr. JuliAnn Mazachek, Interim Vice President for Academic Affairs, introduced the people who did the hard work on the program: Dean Monica Scheibmeir, Dr. Jeanne Cantanzaro and Dr. Linda Merillat. She said the job market is strong and expected to stay strong past 2025. Nationwide statistics show one million nurses will retire in the next ten years. Dr. Mazachek indicated the program is up to date and certified in Quality Matters – which reviews online programs to ensure they meet certain standards. One of six programs that received that qualification. She said the program is designed to work with working students. The entire program is to be offered in eight week sessions, a first for Washburn. The Program will take 18 months to complete. The proposal anticipates growth to 300 new students each year. Dr. Mazachek said marketing will be different than traditionally done, more targeted to certain students and The Frank Agency discussed the marketing program.

In response to a question about retention in online programs versus traditional in seat, the Frank Agency stated that statistics show online retains slightly higher retention because it is more convenient. Projected enrollment is reasonable because there is a big market currently.

In response to a question if we looked to the future when more people are getting BSN from the beginning, Dr. Mazachek responded that because of changes in accreditation for hospitals, all nurses will be going to BSN so we do not see a significant change. However, we can scale down the program if necessary because we are using faculty already on staff. In response to a question about clinical programming, Dr. Mazachek noted that students are already working as nurses so the clinical aspect is not necessary. The program is credentialed the same as the traditional BSN program, just a different way of delivering.

Dr. Catanzaro answered questions on demographics. She said students are from thirty states, mostly female, ranging from directly out of the AA program up to 45 years of age. She said we are targeting a five state region but anticipate broader reach once the marketing program is in effect. The online program is already authorized in 37 states. She said we are asking the Board to invest in this program. The cost will be \$480,000 in the first year, and we expect to break even in year two, then profit after that.

Dean Scheibmeier was asked if she supports the program and she responded yes, that the program increases enrollment and meets the Board of Regents goal to increase non-traditional students.

Regent Boles stated in his time on the Board this is the most exciting and innovative program he has seen.

It was moved by Regent Parks and seconded by Regent Van Etten to approve the expansion of RN to BSN program. Motion passed.

**4. KanTRAIN Advanced Manufacturing Certification Evaluation Services**

Jim Martin, Interim Vice President for Administration and Acting Treasurer, presented the item, saying this is the first of three sequential proposals. This first one is a \$78,000 bid after a Request for Proposal. The recommendation is to accept the lower of the two bids received. Work of four programs involved in the grant will be aligned so that they meet certification. Monies will come from grant funds.

It was moved by Regent Wolgast and seconded by Regent Boles to approve the contract. Motion passed.

**5. Contract for Data Access for Research with Kansas Board of Regents**

Jim Martin, Interim Vice President for Administration and Acting Treasurer, said under the terms of a grant, we are required to track participants of the grant for three quarters after participants leave the program. The Kansas Board of Regents has a relationship with the Kansas Department of Labor to get that data. This is paid from the grant.

It was moved by Regent Boles and seconded by Regent Hoferer to approve the contract. Motion passed.

**6. Contract for Workforce and Curriculum Development Services with Kansas Board of Regents**

Jim Martin, Interim Vice President for Administration and Acting Treasurer, reported this is the final of the sequential proposals that deal with workforce and curriculum development money from the TRAC-7 grant. Previous action by the Board for the grant was approved for exactly the same agreement.

It was moved by Regent Hoferer and seconded by Regent Boles to approve the contract. Motion passed.

**7. Policy Change in the Washburn University Policy Regulations and Procedures Manual**

Jim Martin, Interim Vice President for Administration and Acting Treasurer, said the proposed policy changes address changes to the Fair Labor Standards Act beginning December 1, 2016. The changes will apply to Washburn employees, but not to those

whose primary duties are teaching. In anticipating procedural changes, such as flex time and comp time, these policy changes are needed to allow the University to move forward. The policy will reflect changing definitions to now referencing employees as “exempt” or “non-exempt”.

In response to a question about the estimated cost from the FLSA changes, Mr. Martin responded that has not yet been determined but there will be budget pressure. He noted that changes to Section Y should not be part of the motion as that language is not part of Board policy.

It was moved by Regent Wolgast and seconded by Regent Boles to approve all recommended changes to Board Policy except for Section Y. Motion passed.

**C. Information Item(s)**

**1. Report of Purchases \$25,001 to \$50,000**

In response to a question about the donation of a trailer for the Commercial Driver’s License Certification Program, Washburn Institute of Technology Dean, Clark Coco, noted that the donated trailer would be used with the tractors being purchased.

It was moved and seconded to adjourn. Motion passed.

The meeting adjourned 4:55 p.m.

/s/  
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Marc Fried  
Secretary, Board of Regents