

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
January 26, 2011

I. Call to Order

Chairperson Marquardt called the meeting to order at 4:05 in the KTWU Studio on the Washburn University campus.

II. Roll Call

Present were: Mr. Bunten, Mr. Klausman, Mr. Lagerberg, Mr. Lykins, Ms. Marquardt, Mr. Moses, Mrs. Parks, Mr. Storey and Mrs. Warren.

III. Approval of Minutes of the December 3, 2010 meeting as mailed.

It was moved and seconded to approve the Minutes of the December 3, 2010 meeting as mailed. Motion passed.

IV. Officer Reports

A. Chair's Report

Chairperson Marquardt reported on new committees being formed. The Presidential Evaluation and Compensation Committee will be chaired by Regent Parks and includes Regent Moses. The Nominating Committee will consist of Regents Warren, Marquardt and Lykins.

B. President's Report

President Farley welcomed Dr. Randy Pembroke as the new Vice President for Academic Affairs. Dr. Farley recognized the accomplishments of the Mock Trial team and Debate team.

Dr. Farley reported on the NSSE (National Survey of Student Engagement) survey which is performed every three years and will be performed this year, noting that information will be gathered from students and put together and studied by the NSSE group. This has traditionally been a very influential survey. NSSE provides important feedback to Washburn and to prospective students. Dr. Farley noted there will be educational information about the survey in order to help students understand the survey better, such as the terminology used, to aid them in responding to the questions more accurately.

President Farley reported that over the holidays there was an intermediate visit from the accrediting agency for the School of Business. Full reaccreditation is expected in a couple of years.

Dr. Farley recognized the “no bullying” week Washburn is currently participating in with opportunities to understand and limit bullying, including the showing of relevant films, the reading of literature, lectures, and class participation to help avoid incidents of bullying and name-calling.

Dr. Farley recognized the work of Amanda Hughes who was named by The Greater Topeka Chamber of Commerce Fast Forward group as its first-ever Member of the Year for 2010.

Dr. Farley reported on enrollment numbers, noting that while it was a bit early to have exact enrollment numbers, as of Friday, January 21, 2011, Washburn was up by approximately 5.4% in credit hours over Spring, 2010, and up by about 7.5% in head count enrollment over Spring, 2010. Washburn is also up in applications and admissions for the coming fall. In addition, Dr. Farley noted on-campus housing is up by 20 persons this spring over last spring semester. Dr. Farley asked if there were any questions and there were none.

C. Committee Reports

1. Audit Committee

Regent Lagerberg deferred to Regent Parks for the Audit Committee report as he missed the January 17, 2011 meeting due to emergency. Regent Parks reported on the financial statements for the year, noting that the KTWU and NCAA audits were reviewed and the unqualified opinion of the auditors as of June 10, 2010 was there were no deficiencies.

President Farley introduced Mr. Kaleb Lilly, of the auditing firm RubinBrown, and asked that he make a presentation to the full Board. Mr. Lilly gave a brief synopsis and summary of findings. He pointed out page two which indicates fulfillment of written notification of the process. There was an unqualified opinion on the University’s financial statements for the year ending June 30, 2010, an unqualified opinion on the financial statements of KTWU Television and an independent accountant’s report on agreed-upon procedures applied pursuant to NCAA regulations. Mr. Lilly reported no difficulties in dealing with the management related to the performance of the audit, and found no deficiencies. Mr. Lilly asked if there were questions. There were none.

a. Acceptance of Audit

It was moved and seconded to accept the audit. Motion passed. The Board accepted the audit report.

b. NCAA Report

It was moved and seconded to accept the NCAA report. Motion passed. The Board accepted the NCAA report.

2. Budget/Finance Committee

a. Budget Planning for FY 2012

Regent Warren reported the Budget/Finance Committee reviewed data in preparation for the budget and deferred to President Farley to make the recommendation of the Committee to the full Board for approval.

Dr. Farley discussed current and anticipated revenue and expenditures. He noted that certain assumptions need to be made in order to decide what is needed for the next fiscal year. Dr. Farley said that the State has not recommended an increase or decrease in funding for higher education in Kansas, but noted that the legislature has not yet acted. He said it appears revenue will remain flat from the state but that there is still a question on sales tax collections, noting collections were down in October and November and the numbers are not yet available for December.

President Farley discussed proposed expenditures, noting that health insurance has increased and is projected to go up again next year. He said two years ago Washburn passed along part of the increase in premium to employees, which had never been done before. Dr. Farley said Washburn needs to plan for another 6% -10% increase in health insurance premiums, noting that employees have not had a salary increase in the last two years.

Dr. Farley said that Mabee library database maintenance is needed. He also stated that a Social Work faculty position will need to be restored to maintain accreditation for that program.

Dr. Farley noted the media market is changing and there has not been as aggressive recruitment through various media as could be. He stated there is a need to enhance Washburn's internet presence.

In addition, Dr. Farley stated the need to implement the first part of the First Year Experience (FYE) which will include added staffing. He expressed the desire to bring the program component to the full operational phase by Fall 2012, which is necessary for the retention efforts being made.

Dr. Farley asked for approval to move forward with planning the stated initiatives. Regent Warren noted that while salary increases were discussed at the Budget/Finance Committee meeting, no discussion of health insurance offsets were had. Regent Warren noted this is one way to administer an increase. Discussion ensued on the nature and administration of the possibility of small salary increases and the anticipation of health insurance premium increases to employees. Also discussed was how state salary adjustments may impact Washburn.

Further discussion took place regarding the budget process and how it differs at Washburn from the state process. Regent Bunten said if the plan would lead to a tuition increase, the Board knew how he felt about that notion. Regent Warren moved that the decision on whether to move forward with the financial planning be tabled until the Budget/Finance Committee has had a chance to meet again to discuss funding. Regent Klausman seconded the motion. Regent Storey interjected a motion to reject the plan. After hearing a second to table the approval to move forward with the financial plan, the motion to table until a later date passed. Regent Warren also noted there will be student forums held to get opinions as to the issue of potential tuition increases.

Regent Parks gave a Washburn Institute of Technology Advisory Committee update.

D. Treasurer's Report

It was moved and seconded to accept the Treasurer's Report: **1. Depository Security Transactions, 2. Liquidated Claims – November, 2010, and 3. Liquidated Claims – December, 2010.** Motion passed.

V. New Business

A. Consent Agenda:

It was moved and seconded to approve the Consent Agenda. Motion passed.

As approved by action of the Board:

1. Personnel

- a. Personnel Action/Position Reallocations – Administrative Staff**
title and salary changes in Athletics Department as outlined in the agenda item;
- b. Faculty/Staff Personnel Actions**
hire Vicki Arnett as Lecturer of Social Work for one semester only at a salary of \$18,000;
- c. Proposed New Full-time, Administrative Position, Director of Bar Services and Institute for Law Teaching and Learning Fellow**
new Director of Bar Services and Institute for Law Teaching and Learning Fellow full-time administrative position in the School of Law in FY 2012 budget at an annual salary of \$50,000;
- d. Honorary Degree Candidates**
award of Honorary Degrees to: Richard Hite, Doctor of Law; Jo Ann Klemmer, Doctor of Literature; Robert W. Richmond, Doctor of Public Service; and, Bernard Bianchino, Doctor of Public Service;
- e. Academic Sabbaticals 2011-2012**
academic sabbaticals for 2011-2012 academic year to: Jennifer Ball, School of Business, August 2011 to January 2012; Russ Jacobs, Philosophy, January 2012 to May 2012; Sarah Ubel, Communications and Iris Wilkinson, Human Services, August 2011 to December 2011; Patricia Mower, Mathematics/Statistics, Courtney Sullivan, Modern Languages, Judith McConnell-Farmer, Education and Brian Ogawa, Human Services, January 2012 to May 2012; Robert Weigand, School of Business and John Francis, School of Law, August 2011 to December 2011;

f. Voluntary Phased Retirement: Kay Rute, J. D.

voluntary phased retirement to Kay Rute, Legal Studies, effective August 1, 2011 for academic years 2011-2012, 2012-2013 and 2013-2014, ending at the end of spring term 2014;

2. Report of Purchases between \$25,001 and \$50,000

award of contract to: Honeywell Inc. in the amount of \$33,375.00 for controls and upgrades for Living Learning Center; Southwest Contract in the amount of \$35,241.22 for furniture for Phi Delta Theta fraternity house; and, theatrical Services Inc. in the amount of \$35,660.00 for lighting system replacement and upgrade for Garvey Theatre; and,

3. Amended Loan Agreement with Kansas Board of Regents

amend the Postsecondary Education Institution infrastructure finance program loan agreement with the Kansas Board of Regents as outlined in the agenda item.

B. Action Items:

1. Sale of Land to Kansas Department of Wildlife and Parks

Vice President of Administration and Treasurer, Rick Anderson, presented the request to sell a portion of the land currently leased by the Kansas Department of Wildlife and Parks to them. The sale is required for KDWP to build a structure on the land to house equipment needed for use in maintaining the park land and trails. KDWP will continue to provide maintenance of the land around the KTWU tower and continue to provide security and fencing around the tower site. Washburn will have the right of first refusal if KDWP should ever sell the land. It was moved and seconded to approve the sale. Motion passed.

2. Contiguous States Non-resident Recruitment Proposal

Executive Director of Enrollment Management, Richard Liedtke, made a presentation on a proposed recruitment plan to include non-resident tuition to students recruited from contiguous states. There followed discussion on the effect of such a proposal. It was moved and seconded to approve going forward with the plan. Motion passed.

3. Washburn University Policies, Regulations and Procedures Manual

Dr. Farley stated that a slight modification to the current nondiscrimination policy was required due to a new federal law. "Genetic information" is being added to the policy of nondiscrimination. It was moved and seconded to approve the policy change. Motion passed.

C. Information Items:

1. Presentation about KTWU

Eugene Williams, General Manager of KTWU, gave a brief presentation on the history and achievements of KTWU. There was a brief discussion on the impact of the proposed cut in funding for public television.

The meeting was adjourned at 6:04 p.m.

/s/

Lisa R. Jones
Secretary, Board of Regents