

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
July 22, 2011

I. Call to Order

Chairperson Klausman called the meeting to order at 3:02 p.m. in Henderson Learning Resources Center Room 118 on the Washburn University campus.

II. Roll Call

Present were: Mr. Bunten, Mr. Klausman, Mr. Lykins, Mr. Moses, Mr. Sneed and Mr. Storey. Mrs. Parks arrived at 3:06.

III. FY 2012 Public Budget Hearing

Chairperson Klausman announced the public budget hearing would be postponed until the end of the meeting.

Chairperson Klausman declared the hearing on the University's public budget open at 4:05 p.m. and asked that anyone wishing to be heard to come forward. No person sought to be heard on the public budget. Chairperson Klausman declared the hearing closed.

It was moved and seconded to approve the public budget as presented in the agenda item. Motion passed.

IV. Approval of Minutes of the June 30, 2011, 2010 meeting as mailed.

It was moved and seconded to approve the Minutes of the June 30, 2011 meeting as mailed. Motion passed.

V. Officer Reports

A. Chair's Report

Chairperson Klausman announced it was his first meeting as the new Chairperson of the Board of Regents. Chairperson Klausman appreciated the assistance he received from President Farley, Special Assistant Cindy Hornberger, and Juli Mazachek, President of the Washburn University Foundation. Chairperson Klausman welcomed Regent Bill Sneed as a new member.

1. Discussion – Director's Desk

Chairperson Klausman raised the possibility of using Directors Desk software as a means of delivering agenda items and documents to Board members in place of paper. Juli Mazachek, Washburn University Foundation President, presented an example of the

system which she uses with the Foundation Board. She noted that it has greatly reduced the reliance on and expense of using Federal Express. Chairperson Klausman discussed the benefits of using the software, particularly for reducing paperwork that comes into the office. Regent Moses asked whether the information placed on Director's Desk can be saved on a flash drive or on a cloud and Dr. Mazachek answered in the affirmative. She further explained the security measures on the site stating it can be accessed wherever one is located in a secure manner. The cost of the software was discussed and it was noted by Dr. Mazachek that she is checking to see if it can be added onto the Foundation's platform to minimize cost.

Regent Sneed commented on a similar software that he has used and urged the Board to consider implementing the tool. Dr. Mazachek also noted that one can access documents as far back as when the Board member came onto the Board. The Board gets to decide what gets loaded. It was moved and seconded to implement use of the Director's Desk. Motion passed.

B. President's Report

President Farley reported that earlier in the week the Deans and Executive staff met to discuss the implementation of the Strategic Plan noting it was a productive meeting at which the sequence of the projects were discussed along with progress made on the projects.

C. Committee Report(s)

There were no committee reports..

D. Treasurer's Report

It was moved and seconded to accept the Treasurer's Report: **1. Liquidated Claims Approval – June 2011.** Motion passed.

VI. 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. Faculty/Staff Personnel Actions

Hire: Gail Ciesielski, Assistant Professor of Nursing at an annual salary of \$60,500; Susan Maendele, Lecturer of Nursing at an annual salary of \$52,000; Diana Seitz, Assistant Professor of Music at an annual salary of \$46,000; Mary Menninger-Corder, Assistant Professor of Nursing at an annual salary of \$60,500; Brian Bookwalter, Part-time Lecturer of Art at an annual salary of \$18,000; Benjamin Coates, Lecturer of Sociology at an annual salary of \$34,000; Katherine Crowell, Lecturer of Psychology at an annual salary of \$41,000; John Dahlstrand, Assistant Dean of Student Success & Retention at an annual salary of \$75,000; D. Jason Emry, Visiting Assistant Professor of Biology at an annual salary of \$42,000; Klaus Ladstaetter, Lecturer of Philosophy at an annual salary of \$35,000; H. Rusty Taylor, Director/Instructor, Respiratory Therapy

Program at an annual salary of \$75,000; Wally Thompson, Lecturer of Education at an annual salary of \$40,000; and Carla Tilghman, Lecturer of Art at an annual salary of \$36,000; change Laura Sidlinger, Lecturer of Nursing from 10 month Learning Ctr/MHC Coor to 9 month Lecturer at an annual salary of \$53,083; Mary Beth Fund, Part-time Lecturer of Nursing salary reduced to \$30,000 with half from KBoR and half from General Fund;

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

Award of contract to Cytek Media Systems, Inc. in the amount of \$32,150.00 for Hi-Definition plasma screen TV-display monitors for the Memorial Union; and, to All Signs Topeka, KS in the amount of \$25,887.60 for aluminum Washburn Logo installed at the north end of Yeager Stadium/Moore Bowl.

B. Action Items:

1. Proposed Board Meeting Dates – 2011-2012

Chairperson Klausman proposed the schedule of meeting dates for fiscal year 2012. It was moved and seconded to approve of the proposed meeting dates as sent to each of the Regents. Motion passed.

2. Expenditures over \$50,000

a. Replacement of 50 Ton Condenser for KTWU Building Air Conditioner - Project #C12015

Vice-President of Administration and Treasurer, Rick Anderson, presented the item for approval and answered questions stating this was the lowest bidder and is a local company.

b. Mobile DTV Equipment for KTWU

Vice-President of Administration and Treasurer, Rick Anderson, presented the item for approval. Duane Lloyd, KTWU Chief Engineer, answered questions stating the lowest bid was significantly lower because the company is the current provider and knows the system so well they were able to give a much lower price. All bidders were providing bids on the same equipment. Mr. Lloyd stated in response to Regent Moses' question that none of the bidders were local because the equipment is so specialized.

c. Engineering and Construction Administration Services for HVAC Modification at Mulvane Art Museum – Project #C12012

Vice-President of Administration and Treasurer, Rick Anderson, presented the item for approval. He stated that because of the nature of art museums requiring humidity control for proper preservation of certain art exhibitions, modifications of the current system are necessary to meet accreditation standards for museums.

It was moved and seconded to approve of all three expenditure requests over \$50,000. Motion passed.

3. School of Law Building Project Program Refinement

President Farley discussed the long range planning of the law school and stated the conclusion was that more space is needed to continue to provide high quality programs. Proposals were solicited from architects in the charette process that had previously come before the Board. Dr. Farley stated that ideas came from that process including the possible appearance of the law building, the square footage, and the potential cost of a new building or in the alternative, building renovation. He said that in order to take the next step Washburn needs to negotiate and hire one of the firms to further define the program statement, the absolute square footage needed, and the total cost of the project, one being for the cost of a new building and one for renovation of the existing building. Dr. Farley stated information could be obtained as early as this fall and then Washburn could pursue financing options such as bonds, debt, and potentially private donations. Tom Romig, Dean of the School of Law, echoed the statements made by Dr. Farley noting that the hiring of one of the architects would assist in determining what specifically is needed in square footage, what the cost will be of the options, and stated feedback would then be solicited from law faculty, staff and students. It was moved and seconded to proceed with hiring an architect. Motion passed.

4. Contracted Services with Pinegar, Smith & Associates, Inc.

It was moved and seconded to approve the contract submitted by Pinegar, Smith & Associates in the amount of \$84,000.00 to provide consultant services as outlined in the agenda item. President Farley reported the proposal is a continuation of the existing agreement with Pinegar, Smith & Associates, noting the important work the firm has provided Washburn this past year, stating Pinegar & Smith have lobbied locally and in Washington D.C. and are very engaged and helpful to Washburn University's efforts. Dr. Farley recommended Washburn continue using the services of Pinegar & Smith in the coming year in the same capacity as last year. Regents Klausman and Sneed abstained from the vote due to conflict of interest. Regent Moses asked if there was further discussion or questions. Regent Lykins expressed strong support and said that each university should have such legislative support as Pinegar & Smith have provided to Washburn, noting that the firm helped keep the state funding for Washburn which was almost lost. It was moved and seconded to approve the contract. Motion passed.

5. Digital Marketing and Website Redesign RFP

Special Assistant to the President, Dr. Cindy Hornberger, presented the recommendation of BarkleyREI as the low bidder for digital marketing and website redesign and implementation services. She introduced Chris Cox and Shawn Polowniak to give a presentation on redesigning the website.

Dr. Farley stated this project would be of benefit to recruitment and enrollment, but would greatly benefit the Alumni Association, the Washburn University Foundation, and for Dr. Hornberger to assist with community outreach, emphasizing the project is much broader than recruitment.

It was moved and seconded to award the bid to BarleyREI. Motion passed.

Regent Storey inquired about the lawsuits that he understood had been resolved. President Farley requested University Counsel, Lisa Jones, respond to the questions and brief the Board on the outcome of the recently concluded lawsuits. University Counsel reported that litigation in the case of a former employee had been completed on Thursday of this week, ending with a verdict in Washburn's favor. University Counsel reported that the lawsuits filed by the former Vice President of Administration and Treasurer and Vice President of Academic Affairs were dismissed by Stipulated Order of Dismissal filed on June 24, 2011. University Counsel reported that the terms of the settlement included a payment of \$82,500 to the former Vice President of Administration and Treasurer, and \$130,000 to the former Vice President of Academic Affairs with her simultaneous resignation of her tenured position at Washburn. Regent Moses asked whether the settlements were less than originally offered in severance to which University Counsel answered in the affirmative. Regent Klausman asked whether the settlement was paid in the entirety by the University's insurer, to which University Counsel answered in the affirmative.

Chairperson Klausman adjourned the meeting at 4:11 p.m.

/s/

Lisa R. Jones
Secretary, Board of Regents