

**WASHBURN UNIVERSITY OF TOPEKA**  
**BOARD OF REGENTS**  
**MINUTES**  
**September 30, 2011**

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**I. Call to Order**

Chairperson Klausman called the meeting to order at 4:00 p.m. in the KTWU Studio on the Washburn University campus.

**II. Roll Call**

Present were: Mr. Bunten, Mr. Klausman, Mr. Moses, Ms. O'Toole, Ms. Sourk and Mr. Storey.

**III. Approval of Minutes of the July 22 and August 19, 2011 meetings.**

It was moved and seconded to approve the Minutes of the July 22 and August 19, 2011 meetings. Motion passed.

**IV. Officer Reports**

**A. Chair's Report**

Chairperson Klausman reported that Regent Moses has been appointed Chair of the Audit Committee and that Regents Bunten and Sourk were appointed Audit Committee members; that Regent Lykins had been appointed Chair of the Budget and Finance Committee, with Regents Parks, O'Toole and Storey appointed as Budget and Finance Committee members. Chairperson Klausman reported Regent Sneed shall serve as Liaison to the Washburn Institute of Technology.

Chairperson Klausman noted Regent Parks had retired from her position with the Kansas Department on Aging, stating several Regents attended her retirement reception. He also welcomed Regent O'Toole to her first meeting of the Washburn Board of Regents and congratulated her on her appointment, stating he looked forward to working with her.

**B. President's Report**

President Farley welcomed Regent O'Toole to her first meeting.

Dr. Farley reported the highest enrollment in Washburn's history at 7,303 students. He said that fall enrollment data is taken from the 20<sup>th</sup> day of the semester, which is reported to the Kansas Board of Regents, and that this year enrollment surpassed the previous record enrollment set in 2005. He said that Washburn had a six percent

increase in students coming to Washburn directly from high school, which includes over 500 students in the concurrent enrollment program from high schools in Shawnee County. President Farley reported Washburn Institute of Technology had over a 3% increase in enrollment this fall with a total of 863 students, approximately 40% percent being high school students. President Farley recognized and thanked enrollment management staff and faculty members who made calls to potential students.

President Farley announced Washburn University was awarded a grant from the United States Department of Labor to create a consortium among Washburn and six community colleges and technical schools to develop new and better workforce programs. Dr. Farley explained Washburn will be the lead institution in the consortium and will implement the Trade Adjustment Assistance Community College and Career Training Grant, TRAC-7, and will distribute the grant monies to the other schools. Dr. Farley said this is a unique grant for which Washburn Institute of Technology will work with six other schools, with each school developing and offering a signature program not otherwise available to students across the state. He said these signature programs will be available to the students of the other institutions in the consortium. He said Washburn will develop the Advanced Systems Technician Program as the signature program at Washburn Institute of Technology.

President Farley discussed the rankings of U.S. News and World Report which stated that Washburn is the top ranked Kansas public regional institution in the Midwest, followed by Pittsburg State and Emporia State; and that Washburn is tied for the eighteenth among public Midwest regional institutions. Dr. Farley explained the weighting system used in the assessment and explained that of the characteristics used in the assessment Washburn's highest score was in academic excellence. He said the score in several other assessment factors was also were very good.

Dr. Farley reported that Constitution Day occurred last week, which he explained is a requirement created several years ago by a federal statutory amendment in which all schools recognize and celebrate our Constitution. Dr. Farley reported Washburn hosted Robin Wright, a prolific writer and journalist, who spoke to students and staff on Arab Spring. He said there were other activities in celebration of Constitution Day, including court of appeals hearings.

In athletics, President Farley reported the nationally televised football game against Missouri Western on Thursday, September 29<sup>th</sup> has received great reviews. He stated the television crew had many compliments on the campus and how nice it looked.

President Farley said the Petro parking lot has been under reconstruction, and that the west two thirds is now open and the east third of the lot should be open shortly.

In addition to the increase in enrollment for fall, President Farley reported Washburn has also had record membership in Greek life this year, with several fraternities and sororities doing very well in their recruitment.

Recognizing the contribution and leadership of Special Assistant to the President, Dr. Cindy Hornberger, Dr. Farley discussed the implementation of the new Leadership Washburn program. He said current leaders were chosen for a year-long program to learn new leadership skills and build on their current skills in order to rise to higher leadership positions as other long time leaders at Washburn retire.

Regent Bunten asked if the increased enrollment numbers would affect the current fiscal year budget. Dr. Farley responded that if spring enrollment holds to the current level, the additional monies would be available to spend and as such the recommendation would be to wait to spend additional monies from the increased enrollment until spring. Dr. Farley also noted that while Washburn has record numbers in enrollment in head count, this number does not take into account total number of paid credit hours.

Regent Bunten also asked why Washburn paid fees for the televised football game. President Farley stated that Washburn is part of an agreement which provides for each school in the conference to host a televised home game, a privilege for which each institution pays a fee. Dr. Farley said the conference voted for the arrangement recognizing it was a significant opportunity worth the cost.

Regent Moses inquired as to whether the Leadership Washburn program was open to students in addition to faculty and staff, and Dr. Farley stated it was only for faculty and staff leadership development. He said students may participate in the Leadership Institute, a part of the University curriculum.

Regent Parks arrived at 4:20 p.m.

Chairperson Klausman noticed a 7.5 percent increase in Ft. Hays State University enrollment and asked if Dr. Farley could explain the reason for the increase to which Dr. Farley explained the increased enrollment is likely from the strong online program at Ft. Hays State University.

Chairperson Klausman congratulated Richard Liedtke and his staff on the admissions data.

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

### **1. Audit Committee**

Regent Moses reported that the Audit Committee met and had a detailed presentation by the auditors. He said an updated report was expected before the December 9 Board meeting and Vice President for Administration and Treasurer, Rick Anderson, stated a final report will be presented at the December 9 Board meeting.

Regent Moses reported the only area of significant concern in the audit was an issue involving exit counseling compliance in the financial aid office, a concern that has been resolved. Richard Liedtke, Executive Director of Enrollment Management, advised that regulations require exit counseling within thirty days of graduation. He said that at times there is a need to back date the graduation date , which results in a compliance issue of not being able to send a notification for exit counseling within thirty days of the graduation date. Mr. Liedtke explained that the concern has been resolved with the practice of notifying the financial aid office on the date of the determination of graduation.

#### **D. Treasurer's Report**

- 1. Liquidated Claims Approval - July 2011**
- 2. Liquidated Claims Approval - August 2011**

Regent Bunten asked for more information relating to a transaction dated July 5<sup>th</sup> for bookmarks and postcards to which Vice President of Administration and Treasurer, Rick Anderson, stated the transaction was for the purchase of marketing and promotion materials that are used to recruit potential students from across the state and the region.

It was moved and seconded to accept the Treasurer's Report. 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 Action - Administrative Staff**  
\$4,000 increase in salary rate for the Assistant Strength and Conditioning Coach position to \$28,000;
- 2. Faculty/Staff Personnel Actions**  
Hire David Jensen as .75 FTE Practicum Coordinator/Lecturer at an annual salary of \$30,000; hire Jeremiah Ho as Visiting Associate Professor of Law at an annual salary of \$80,000; an additional \$500 stipend to Tracy Routsong, Chair/Associate Professor of Communication for change from Interim Associate Chair to Chair; an additional \$40,000 to Shirley Dinkel, Associate Professor of Nursing/Interim Director of Student Health Services for taking additional duties as Interim Director;
- 3. Report of Purchases between \$25,001 and \$50,000**  
Award of contracts to: ThyssenKrupp Elevator in the amount of \$43,506 to replace hydraulic lift cylinder in the Law School elevator #14; ThyssenKrupp Elevator in the amount of \$29,888 to replace cylinder at Washburn Tech

Conference Center elevator; SHI-Software House International in the amount of \$48,515 for Endpoint Security and Control software license renewal; ThyssenKrupp Elevator in the amount of \$25,285 for campus-wide annual elevator maintenance; and, Bob Florence Contractors in the amount of \$27,856 to replace ceilings and light fixtures in Morgan Hall.

## **B. Action Items**

### **1. University Health Plan Renewal**

President Farley discussed the nature of the health care fund as a self-insured fund. He stated that the increase recommended is modest and will assist in adding to the reserve fund while slightly decreasing the premium for dependent coverage.

Rick Anderson, Vice President for Administration and Treasurer, stated the modest recommendation for an increase coupled with the modest cost for family coverage is in response to a comparison of what is paid by Washburn employees for health coverage as compared to employees in state plans. He reported there are approximately 2.3 million dollars in reserve currently, and was approximately six to seven million dollars in claims last year. Mr. Anderson said he would like to have six months of reserves while currently there is approximately four-five months of reserves. He stated the recommendation would help bring the reserve fund up to six months of reserves.

Regent Sourk asked if the insurance was competitive for purposes of faculty recruitment. Mr. Anderson stated that most universities have similar plans and if it was not a benefit there would be a disincentive in recruitment, although he explained that the current plan is not a deterrent now but also is not a “Cadillac” plan.

President Farley added that the consultant was present and recognized his assistance over the years in analyzing this data and working to find the best plans under our circumstances. He also noted the Benefit Committee is chaired by Professor Harold Rood. He said the committee works very hard to keep Washburn competitive, noting that most faculty come to Washburn because of the institution and not for the insurance plan.

Regent Bunten discussed a similar city plan, noting it is wise to have a reserve. He asked if retired faculty and staff can continue on the plan and Dr. Farley explained that approximately twenty or so retirees continue at their own cost in an individually identified pool until they receive Medicare but that the University does not continue to pay health insurance when employees leave.

Vice President for Administration and Treasurer, Rick Anderson, said the University is looking at pharmacy plans as this is the fastest growing area in health plans, stating the administration would be looking at pharmacy

management plans that may help lower costs by guiding patients toward generic drugs and other cost savings incentives.

It was moved to approve of the renewal of the University's Health Plans. Motion passed.

## **2. Expenditures over \$50,000**

### **a. LED Scorer's Table Advertising Systems for the Athletic Department**

Vice President for Administration and Treasurer, Rick Anderson, stated this item is for replacement of the old rolling signs in Lee Arena which are over 10 years old. The cost for electronic signs has reduced since the time the rolling signs were purchased, now permitting the switch to electronic signs for advertising; increased advertising revenue is expected to recoup the cost of the signs.

Discussion was had on the funding of the signs by revenues gained from previous years' advertising revenue.

It was moved to approve of the purchase. Motion passed.

### **b. Computer Purchases for Washburn Institute of Technology**

Rick Anderson, Vice President for Administration and Treasurer, stated the Board approved at the June meeting moving forward with the purchase but that the total exceeds \$50,000 and he is recommending approval.

Discussion was had on the dedicated personnel at Washburn Institute of Technology who interact with the Information System and Services at Washburn.

Regent Bunten asked for a status on the search for a Chief Information Officer to which Rick Anderson responded that the search committee met Thursday, September 29, and finalists will be on campus in October. Mr. Anderson said he hopes to have someone in the position in November, stating this person will coordinate strategies for both Washburn and the Washburn Institute of Technology campus.

It was moved to approve of the purchase. Motion passed.

### **c. Welcome Center Addition/Renovation of Morgan Hall**

Rick Anderson, Vice President for Administration and Treasurer, presented this item, stating that out of fifteen to twenty firms that submitted proposals the pool was narrowed to three which were invited to answer additional

questions. Mr. Anderson said that the process yielded the recommendation of the search committee that Gould Evans be awarded the bid.

The Board discussed other projects the firm completed on the Washburn campus. A motion was made to approve awarding the bid to Gould Evans. Motion passed.

### **3. Washburn University Policies, Regulations and Procedures Manual – Harassment**

Dr. Farley stated modest modifications to the policy were required in response to a sexual assault on another university campus which resulted in a lawsuit. Dr. Farley explained that in response to the situation the Department of Education has reinforced efforts to ensure campuses' are compliant with Title IX of the Civil Rights Act. He noted that the law requires policies to be clear that sexual assault and sexual violence is a type of sexual harassment.

Regent Moses inquired as to whether Washburn currently has a bullying policy. Carol Vogel, Director of Equal Employment Opportunity, indicated Washburn does not have such a policy. Regent Moses strongly encouraged one be developed.

A motion was made to approve the modifications of the policy. Motion passed.

### **4. Renewal of Insurance Policies**

Rick Anderson, Vice President of Administration and Treasurer, proposed renewal of insurance policies and offered to answer any questions about the proposal. There were no questions. A motion was made and seconded to approve the renewal of insurance policies. Motion passed.

Regent Storey departed at 4:52 p.m..

## **C. Information Item(s)**

### **1. School of Law Building Project Program Refinement**

Rick Anderson, Vice President for Administration and Treasurer, stated that since the July Board meeting when the Board approved moving forward with selection of one of the three firms who participated in the charette process, phone interviews were held and two of the firms made presentations resulting in the selection of SHW. Mr. Anderson explained the decision to have the possibility of either a renovation or new building project, and that a benchmarking will be done prior to deciding on renovation or new building. In this benchmarking process, Mr. Anderson said Washburn will be looking at other schools so that the best

decision is made on size. Mr. Anderson explained that due to the need for a benchmarking process, the cost will be more than \$150,000.

Chairperson Klausman asked for a vote to increase the amount authorized for the project program refinement. Dr. Farley suggested an increase to \$200,000. Regent Moses asked if the proposed increase would come from the School of Law reserve to which Mr. Anderson indicated it would, along with possibly University reserves as well.

Regent O'Toole asked if the increase was partly from the decision to visit other law schools to which Mr. Anderson indicated it was as the visits will help ensure the decision on size is the best possible.

It was moved and seconded to approve increasing the program refinement budget to \$200,000. Motion passed.

## **2. Title IX/Gender Equity Review Committee Report**

Carol Vogel, Director of Equal Employment Opportunity made a presentation on Title IX compliance. Ms. Vogel stated that while the last number of years the primary focus of Title IX has been with equal opportunity in athletic programs since 1976 when it was enacted, many corrections were made for women in certain athletic programs. As time progressed, Ms. Vogel explained Washburn has continued to measure University athletic programs to gauge compliance.

Ms. Vogel explained the thirteen areas that are reviewed from the perspective of an outside investigator, by using the Department of Education investigator manual. Ms. Vogel stated the two most critical areas of the review are in making sure we are meeting the interests and abilities of Washburn students. With this in mind, Ms. Vogel stated currently 60% of students are female but only 30% of student athletes are female. Ms. Vogel noted that while the raw percentages are not favorable, since Washburn has football which has a large number of athletes without a comparable large program for females, this test is not applicable as there is no good comparison.

Ms. Vogel stated that in 2003 Washburn added women's soccer which helped the gender proportionality, further noted that Washburn has not met the second test because there has not been continuing and recent pattern. The third test is assessing the interests and abilities of the student body by utilizing various measures, including surveys, information from the Kansas State High School Activities Association and other means. This test revealed very minimal interest in track and cross country. Ms. Vogel also reported that there has been some interest in Women's golf, as well some interest in bowling

Instead of relying only on a survey, Ms. Vogel explained she looks at the trend in high school athletic participations which is how the determination was made to start a soccer program, further noting those statistics are not currently showing any unmet need at Washburn.

In conclusion, Ms. Vogel said there is no gender-based disparity found in the investigation. Ms. Vogel recommended Washburn continue actively monitoring all sources at our disposal for participation rates and trends.

Regent O'Toole asked what the gender ratio was from the survey to which Ms. Vogel replied the interest in track and bowling were about evenly divided among the genders with possibly slightly more women interested in bowling than the men.

Regent Sourk asked whether there were potential students not choosing Washburn because of the lack of a particular program to which Ms. Vogel responded there was an admissions counselor on the committee who did not believe Washburn had lost any students for this reason.

Regent Moses asked if the five-year cycle was recommended under the law or regulations to which Ms. Vogel stated it was not but rather Washburn began a five-year cycle of review to be proactive, stating further that the previous report to the Board indicated similar results.

The meeting was adjourned at 5:11 p.m.

/s/

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Lisa R. Jones  
Secretary, Board of Regents