

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
September 27, 2012

I. Call to Order

Chairperson Klausman called the meeting to order at 3:03 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

II. Roll Call

Present were: Mr. Bunten, Mr. Klausman, Mr. McGivern, Mrs. Parks, Mr. Sneed, Mrs. Sourk, Mr. Storey and Mrs. Trusdale.

III. Approval of Minutes of the July 18, 2012 meeting.

It was moved and seconded to approve the Minutes of the July 18, 2012 meeting. Motion passed.

IV. Officer Reports

A. Chair's Report

Chairperson Klausman reported Regent Bunten has agreed to join the audit committee. He thanked him for his service.

B. President's Report

President Farley reported enrollment is down from last year at this time by 99 students, equal to approximately a 1.3% decline which he noted is expected in a time of declining high school graduations. He said this number also reflects the new admissions criteria in which students with low academic credentials are referred to the new Bridge program offered at Washburn Institute of Technology which was developed as an alternative pathway for students who need more preparation for the traditional college courses. Dr. Farley said about 40-50 students of the 99 which were not admitted to Washburn University were referred to the Bridge program at Washburn Institute of Technology and a total of 22 enrolled in the program.

Dr. Farley noted law school and graduate school enrollments were down slightly; however, he discussed this decline in light of the news release from the Kansas Board of Regents on other Kansas schools. He stated Washburn overall stayed in good standing comparatively. President Farley reported Washburn Institute of Technology enrollment rose by 6%, which includes 55 new students.

President Farley announced Family Day this coming weekend. He also said the Career and Graduate School Fair was a success. He said it should be a good week for the football team.

President Farley discussed the iRead program and reported the author of the last chosen iRead book, *Our Boys: A Perfect Season on the Plains*, visited campus. He said Joe Drake gave a presentation on the book including his experiences in writing the book, adding the presentation was quite interesting and well attended.

Dr. Farley reported Mr. Silkenat, the President of the American Bar Association, came to campus to speak for Constitution Day, and was quite impressive. While on campus, Mr. Silkenat taught classes in the law school and the business school and then gave a presentation at the Bradbury Thompson Alumni Center. Dr. Farley expressed his appreciation to Judge Christel Marquardt for her part in bringing Mr. Silkenat to campus.

C. Committee Report(s)

1. Audit Committee

Regent Sourk reported the Audit Committee met on August 30, 2012, and was given a report from the auditors. She noted the full report from the auditors should be done in November, at which time the committee will bring a full report to the Board.

D. Treasurer's Report

- 1. Liquidated Claims Approval - July 2012**
- 2. Liquidated Claims Approval - August 2012**

It was moved and seconded to accept the Liquidated Claims. 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. Faculty/Staff Personnel Actions, Washburn University**
continuation of Nancy Tate as SAS Interim Dean; change Mary Beth Fund from .5 FTE to 1.0 FTE and increase salary to \$50,000; change Hillary Lolley from 9 to 12 month position at an annual salary of \$62,000; change Justin Moss' title for one year only to Lecturer part time of Philosophy at an annual salary of \$18,000; change Brandon Gillette's title for one year only to Lecturer part time of Philosophy at an annual salary of \$16,000; Russ Jacobs to Chair of Philosophy at

an annual salary of \$93,071; change Dennis Schafers' title to Lecturer part time Nursing at an annual salary of \$30,993;

2. **Designate Linda Croucher as Associate Professor Emeritus**
bestow the title of Associate Professor Emeritus to Linda Croucher;
3. **Personnel Actions, Washburn Institute of Technology**
hire Peggy Snook as Teacher, Nursing Assistant at an annual salary of \$50,000;
hire Larry Newell as Teacher, Welding, at an annual salary of \$38,000; open
position being recruited, Student Records Administrator at an annual salary of
\$25,682; and,
4. **Corporation for Public Broadcasting (CPB) Diversity Eligibility**
approve compliance criteria for the Corporation for Public Broadcasting's
Diversity Eligibility requirement.

B. Action Items

1. **Curricular Oversight of Specified Associate of Applied Science and Certificate Programs**

Vice President for Academic Affairs, Randy Pembroke, presented the request to approve curricular oversight for the Associate of Applied Science (AAS) program at Washburn Institute of Technology. In the previous pathway for the AAS degree, technical courses were delivered at Washburn Institute of Technology with a number of general education courses delivered through the School of Applied Studies. Dr. Pembroke said the new format for delivery of the courses will all take place at Washburn Institute of Technology with oversight by his office and the Washburn Board of Regents. He noted the program would be reduced from a total of approximately 80 to 67 credit hours; however, the funding for the courses would increase due to the new funding model.

It was moved and seconded to approve. Motion passed.

2. **University Health Programs' Plan Renewal**

President Farley stated Washburn University has a self-funded insurance plan with a stop loss at \$100,000 also noting Blue Cross and Blue Shield is the plan administrator.

Vice President for Administration and Treasurer, Rick Anderson, presented the item for approval. He said November 1 through October 30 is the plan year. He reported the past year review and the projected claims for the following year based upon that review resulted in a recommendation of no increase for coverage. He also noted that not all employees pay the same rate for spouse and/or dependents, as the rates vary based upon salary.

Vice President Anderson also explained the ability of Washburn to take advantage of the grandfather provisions of the Health Care Act and at times to fall under the non-grandfathered provisions. He said one positive aspect for Washburn has been the ability to cover preventative care. He explained that in years of favorable outcomes Washburn could move to the non-grandfathered provisions and not increase rates. He also noted drug costs have changed, although generic brands have stayed the same as last year. Mr. Anderson reported the co-pay for office visits has increased from \$25 to \$30 per visit.

It was moved and seconded to approve. Motion passed.

3. Renewal of Insurance Policies

Vice President for Administration and Treasurer, Rick Anderson, presented the item for approval. He explained how the market has hardened and has resulted in a higher expense for insurance. Mr. Anderson said Washburn University has over time adjusted the deductibles and moved to other insurance carriers to reduce the expense of insurance as much as possible.

It was moved and seconded to approve. Motion passed.

4. Midwest Training Center for Climate and Energy Controls Technology

5. Clark Coco, Dean of Washburn Institute of Technology, presented the item. Dr. Coco said Washburn Tech has received several grants from the Department of Commerce for a state-of-the-art HVAC training facility. He said space will require some renovations to accommodate the new equipment. The training center name has been changed to Midwest Training Center for Climate and Energy Controls Technology to recruit individuals to receive advanced training. Dr. Coco indicated Trane Corporation and SnapOn Tools are also sponsors of the training center.

It was moved and seconded to approve. Motion passed.

6. Purchase of Simulator for School of Nursing

Vice President for Administration and Treasurer Rick Anderson presented the item for ratification. Mr. Anderson said it was necessary to proceed with the purchase in order to take advantage of a bid and to obtain the equipment in time for fall classes.

It was moved and seconded to ratify. Motion passed.

7. AT&T Phone System Maintenance Agreement

Vice President for Administration and Treasurer, Rick Anderson, presented the item and said the previous agreement was for six years but this agreement before the Board is a one year renewal. He recommended only one additional year for the maintenance agreement while other options, such as voice over internet protocol, are considered for next year.

It was moved and seconded to approve. Motion passed.

8. Standby Power for WARN System at KTWU - Project FS-68944

Vice President for Administration and Treasurer, Rick Anderson, presented the item for approval. He explained KTWU procured a grant which is sufficient to cover the cost of the back-up system. Mr. Eugene Williams, KTWU General Manager, spoke to the Board and explained the need for back-up power to warn the public in case of an emergency.

It was moved and seconded to approve. Motion passed.

9. Real-Time PCR Instrumentation to Support WU Forensic Chemical Science Program

Vice President for Administration and Treasurer, Rick Anderson, presented the item for approval.

It was moved and seconded to approve. Motion passed.

10. Trace Comparison Microscope for WU Forensic Chemical Science Program

Vice President for Administration and Treasurer, Rick Anderson, presented the item for approval.

It was moved and seconded to approve. Motion passed.

C. Information Item(s)

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

Award of contract to: Kelley Construction Company in the amount of \$34,830 for public restroom upgrade in Petro Allied Health Center; ThyssenKrupp Elevator in the amount of \$26,710 for annual elevator maintenance agreement for 29 elevators on WU campus; and ISG Technology Inc. in the amount of \$42,636 for computer system purchases for Washburn Institute of Technology.

2. Summary of Academic Year 2011-2012 Program Review

President Farley discussed the program review process. He said it is a very comprehensive review in which each department on campus is reviewed every five years. Dr. Farley referred the Board to the summary provided. He said the process is very thorough and has been very beneficial to the university.

Dr. Farley asked Dr. Randy Pembroke, Vice President for Academic Affairs, to speak to the process. Dr. Pembroke said he is on the review team representing the academic departments along with Vice President for Administration and Treasurer, Rick Anderson, representing the Administrative areas, and Vice President for Student Life, Dr. Denise Ottinger, representing Student Life. He too said the process is very thorough and aligns with the ten-year Higher Learning Commission (HLC) accreditation cycle so the data is already prepared and aligned with the accreditation processes used, resulting in advanced preparation for the HLC accreditation and process.

3. Presentations

a. Risk Management

Vice President for Administration and Treasurer, Rick Anderson, presented a summary of the Washburn University Risk Management process. He said the current emergency operations plan is based upon the National Incident Management System (NIMS) model, further explaining the need to be consistent with the NIMS model in order to effectively coordinate with local agencies in case of emergency. He said Topeka has a very active fire marshal and as a result we are up to date on compliance. He said we have a background check policy which is a part of the recruitment and hiring process. Mr. Anderson also discussed the numerous training programs provided to employees and students, including resident assistants. He also said numerous updates to policies and procedures show the continual improvements being made on how Washburn manages risk.

b. College of Arts and Sciences

Vice President for Academic Affairs, Randy Pembroke, introduced Dr. Gordon McQuere, Dean of the College of Arts and Sciences, and he discussed the upcoming presentations from the other Major Academic Deans.

Regent Storey departed at 3:52 p.m.

Dr. McQuere gave a presentation on the state of the College of Arts and Sciences which includes five divisions, 19 departments and approximately 50 degree programs.

Regent Sneed asked about degree programs in areas where majors are not growing jobs, and suggested there is a new argument universities within the state dedicated

to certain degree programs. Dr. McQuere stated it may be good educationally to have specialized schools but that students change majors usually more than once in their college career. He made the point that universities help mold students into the degree program right for them and a change in major should not in most circumstances require a change in university.

Dr. Farley discussed the success of education in United States because of the broad diversity of institutions, a great benefit which can be lost with a model of specialized schools. He said there is a balance between economies of scale and broad diversity in education.

Meeting adjourned at 4:21 p.m.

/s/

Lisa R. Jones
Secretary, Board of Regents