

**WASHBURN UNIVERSITY OF TOPEKA**  
**BOARD OF REGENTS**  
**MINUTES**  
**May 1, 2014**

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**I. Call to Order**

Chairperson Sneed called the meeting to order at 4:00 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

**II. Roll Call**

Present were: Mr. Hoferer, Mr. Klausman, Mr. McGivern, Mrs. Parks, Mr. Sneed, Mrs. Sourk, Mrs. Trusdale and Mr. Wolgast.

**III. Approval of Minutes of the March 20, 2014 meeting**

It was moved and seconded to approve the Minutes of the March 20, 2014 meeting. Motion passed.

**IV. Officer Reports**

**A. Chair's Report**

Chairperson Sneed had no report.

**B. President's Report**

President Farley reported that Tuesday evening, the Washburn Institute of Technology campus had another signing event. It's great for students and lets us know how many will be participating in programs. He said that 72 of our Washburn Institute of Technology students won medals at the Skills competition and over 20 are going to the national competition in Kansas City.

Dr. Farley said that yesterday was the groundbreaking for the KBI building and it was an outstanding event. The Designer ShowHome agreement is almost ready for signature. He joked that he and Mrs. Farley look forward to being homeless.

He said he asked Dr. Ottinger to put together a list of student events going on this month, and there are almost 50. He said he and Mrs. Farley try to go to most of them, and he welcomed the Regents to participate when they want.

President Farley mentioned that a couple weeks ago, we held town hall meetings on the Washburn and Washburn Institute of Technology campuses to talk about the financial situation. He said he has also met with faculty.

Dr. Farley explained there is a broadband project by the Department of Commerce and we're a part of that Intergovernmental Cooperation Council. He said it will be a great thing and will not cost us any money.

He said one of our faculty, Brian Thomas, received a grant from NASA to study the atmospheric effects of a Supernova event close to Earth. It was his second one. He has also been on the PBS program NOVA a couple of times as an expert talking about his research.

Dr. Farley noted there are two concerts coming up, called the President's concert, one at Kauffman Center in Kansas City and one here on campus. Soprano Richetta Manager will be performing. Commencement is coming up shortly.

He announced that we've made an offer and it has been accepted to fill the position of University Counsel. Mr. Marc Fried comes from St. Louis, Missouri and we're eager to have him.

President Farley said we conducted an extensive national search for the Dean position in our College of Arts and Sciences, but found the most qualified person here on campus. Laura Stephenson has accepted position.

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

### **1. Budget/Finance Committee (Action Required)**

Regent Trusdale reported from the Committee meeting about the elements to be considered as we develop a budget for Washburn and Washburn Institute of Technology. There are enrollment declines for the fall semester; the legislature has proposed to restore the 1.5% reduction to the State Fund grant; and sales tax revenue will be flat for another year. There will be expenses for our fixed cost of continuing operations and modest increases for specific initiatives like Enrollment Management and advertising. These will be funded through budget reductions and redistributions, and there will be a modest tuition increase to provide additional revenue to cover a portion of these expenses.

She explained that a salary program will not be possible without some revenues generated from a tuition increase. A salary program may be considered effective January 1, 2015 if fall tuition revenues increase sufficiently. WIT experienced a greater than 20% enrollment increase and the legislature is proposing to fully fund SB 155 for the current and next fiscal year. They will have sufficient funds to consider a modest salary program effective July 1, 2014. A final budget proposal will be submitted for both campuses to the Board in June. The Budget and Finance Committee recommends the Board approve both action items.

**a. Refunding of the University’s 2004 Building Refunding Revenue Bonds**

It was moved and seconded to appoint Piper Jaffray & Company as underwriters. Motion passed.

**b. Additional Campus Housing**

Regent Hoferer asked how many students live on campus. Vice President for Administration and Treasurer, Rick Anderson, said Washburn has 9% of the student body living on campus. The other regional schools have an average of 21% in campus housing. Fort Hays State, at 12%, has the next lowest percentage of students living on campus, however, they are currently in the process of adding additional student housing. The University of Kansas and Kansas State have around 20% of the student body living on campus.

**D. Treasurer’s Report**

**1. Liquidated Claims Approval – March 2014**

Vice President for Administration and Treasurer, Rick Anderson, presented the Liquidated Claims. It was moved and seconded to accept. Motion passed.

**V. Old Business**

**A. Policies**

**1. Standardization of Maximum Faculty Tenure Probationary Period; Notice of Bylaw Amendment – Second Reading**

Vice President for Academic Affairs, Randy Pembroke, clarified two processes for the Faculty Handbook and for Bylaws. Certain things are only addressed in one or the other, but on this item, it’s an item that overlaps both documents. This proposed amendment is a simple change. In the Faculty Handbook, some places talk about seven years’ probationary period for tenure, while others say six years, which is also the standard among tenure periods. This would make it uniform across campus. It was moved and seconded to pass the Bylaw amendment as presented. Motion passed.

**VI. New Business**

**A. Consent Agenda**

It was moved and seconded to approve the Consent Agenda. Items VI. A. 1. a. through e. were approved in one vote. Motion passed.

As approved by action of the Board:

## **1. Personnel**

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

Vice President for Administration and Treasurer, Rick Anderson, presented the item to recruit for the new position of University Counselor in the Student Life area;

### **b. Eminentes Universitatis**

Vice President for Administration and Treasurer, Rick Anderson, presented the item to designate Eminentes Universitatis status to Duane Loyd and Mary Sue Peek;

### **c. Posthumous Degree**

Vice President for Academic Affairs, Randy Pembrook, presented the item for the award of the Associate of Applied Science degree posthumously to Steven R. Davis. The student passed away from a disease and is qualified for this award. It is meaningful to his family and it will be presented to them at the School of Applied Studies ceremony.

### **d. Voluntary Phased Retirement – Mr. Cal Melick**

Vice President for Academic Affairs, Randy Pembrook, presented the item for voluntary phased retirement to Mr. Cal Melick, Public Services Librarian in Mabee Library, at 75% for academic years 2014-15, 2015-16, and 2016-17 effective July 1, 2014, ending June 30, 2017;

### **e. Voluntary Phased Retirement – Dr. N. Iris Wilkinson**

Vice President for Academic Affairs, Randy Pembrook, presented the item for voluntary phased retirement to Dr. N. Iris Wilkinson, Associate Professor in Human Services, at 50% for academic years 2014-15, 2015-16, and 2016-17 effective August 1, 2014, ending June 30, 2017; and,

## **2. Name Change in Communication**

Vice President for Academic Affairs, Randy Pembrook, presented the item changing the name of the Communication Department to Communication Studies Department. He hopes it will help alleviate the confusion between them and University Relations. Item was approved.

## **B. Action Items**

### **1. Expenditures Greater than \$50,000**

Vice President for Administration and Treasurer, Rick Anderson, presented agenda items B. 1. a. through f. There being no questions, it was moved and seconded to approve all items. Motion passed.

**a. Computer System Purchases**

Award of contract to Hewlett-Packard Public Sector Sales in the amount of \$177,618 for desktop and notebook computer systems.

**b. TouchNet University Payment Software move to Hosted Service and addition of the Debit Card Gateway**

Approve moving the TouchNet payment services to the TouchNet cloud service.

**c. Art Building Roof Replacement – Project #900275**

Award of contract to J.B. Turner and Sons in the amount of \$128,684 for roof replacement on the Art building.

**d. Seat-back Chairs and Motorized Bleacher Equipment Replacement in Lee Arena**

Award of contract to Heartland Seating, Inc. of Shawnee, KS in the amount of \$155,390 for seat-back chairs and motorized equipment in Lee Arena.

**e. Bianchino Pavillion Roof Replacement – Project #900275**

Award of contract to Danker Roofing in the amount of \$164,405 for roof replacement on Bianchino Pavilion building.

**f. Parking Lots Repair – Project #900250**

Award of contract to Dinkel Construction in the amount of \$322,190 for the Law School parking lots repair.

**2. Transfer of International Credit**

Vice President for Academic Affairs, Randy Pembroke, presented the item. He said there are two agencies that review international transcripts and there is inconsistency between them in the way they translate credits. We want to recognize credits but will put grades of A-C in parenthesis, for Ds it would be pass, F is fail. We propose a policy that says how many hours of graded credit are required to graduate, which is 60 for undergraduate and 30 for associates. It was moved and seconded to approve the item. Motion passed.

**2. Combined Graduate Degrees – JD, Law School, and MAcc, School of Business**

Vice President for Academic Affairs, Randy Pembroke, presented the item. He explained that some hours from each program can be counted for the other, so 106 credits will be required for a joint degree versus 120 if someone did both programs separately. A Regent asked if students have to apply for both

programs and be accepted. Dr. Pembrook said they do and that's typical of joint programs. It was moved and seconded to approve the item. Motion passed.

**4. Biology New Program, Bachelor of Arts in Environmental Biology**

Vice President for Academic Affairs, Randy Pembrook, presented items B. 4. through 7. at one time. He explained that the Biology department is trying to develop new programs to reflect current interests. There are no new expenses or new requirements for programs listed in items 4.-7.

**5. Biology New Program, Bachelor of Science in Environmental Biology**

**6. Biology New Program, Bachelor of Science in Molecular Biology and Biotechnology**

**7. Physics New Program, Associate of Science Degree in Engineering-Physics**

Dr. Pembrook explained that we already have this program and call it pre-engineering. What happens is that students take 60 hours, then go to another Kansas school to complete their engineering degree but we have no way to track whether they completed a degree. Washburn is simply acknowledging that this meets our standard for an Associates' degree, and already have the program in place. This is a way to show that students get a degree from Washburn, which helps our retention and graduation rate.

It was moved and seconded to approve agenda items B. 4. Through 7. Motion passed.

**8. Change in the Distribution of General Education for the Associate of Science (AS) degrees only**

Vice President for Academic Affairs, Randy Pembrook, talked about how in retreat we want to make it easier for students; this gives students and units some flexibility to address general education and accreditation demands. It was moved and seconded to approve. Motion passed.

**9. Biology Deletion, Bachelor of Arts in Biology with Secondary Education Emphasis**

Vice President for Academic Affairs, Randy Pembrook, presented agenda items B. 9. and 10. together, as he didn't want to delete one without having the other. He explained that no students are currently enrolled in the Bachelor of Arts in Biology with Secondary Education Emphasis and the change to a Secondary Education Specialization would lower the number of hours required. Now, our standard is higher than competitors or licensing standards, so this will attract more science teachers into the program.

Regent Sourk asked if we're looking at this with other areas of Education specialization. Dr. Pembroke will check into that with the Education Department but said that other areas haven't had problems recruiting like Biology Education.

**10. Biology Change, B.S. Degree (Secondary Education) to B.S. Degree in Biology (Secondary Education Specialization)**

It was moved and seconded to approve items B. 9. And 10. Motion passed.

**11. International Business Concentration for the BBA Degree**

Vice President for Academic Affairs, Randy Pembroke, presented agenda items B. 11. and 12. together. He said these concentrations give us opportunities in recruiting as our competitors have both these options already. We think students will be attracted to both these and the entrepreneurship concentration relates well to the city's similar initiative. There are some new expenses, but each concentration is predicted to bring in 20-25 students to offset costs.

**12. New Concentration for the BBA Degree: Entrepreneurship & Innovation**

It was moved and seconded to approve agenda items B. 11. and 12. Motion passed.

**C. Information Item(s)**

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

There were no question.

Chairperson Sneed thanked everyone for coming to the meetings, he recognizes that all are busy in the classroom, so he appreciates taking the time to attend.

It was moved and seconded to adjourn. The meeting adjourned at 4:45 p.m.

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Cynthia Waskowiak  
Assistant Secretary, Board of Regents