

**WASHBURN UNIVERSITY OF TOPEKA**  
**BOARD OF REGENTS**  
**MINUTES**  
**September 25, 2014**

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**I. Call to Order**

Chairperson Sourk 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. Moran, Mrs. Parks, Mr. Sneed, Mrs. Sourk and Mrs. Trusdale.

**III. Approval of Minutes of the July 24, 2014 meeting**

Regent Sneed made a motion to approve the Minutes of the July 24, 2014 meeting; motion was seconded. Motion passed.

**IV. Officer Report**

**A. Chair's Report**

Chairperson Sourk reported on the Designer Showcase house. A temporary house was secured for the President that is across the street. Regent Sourk said open houses for designers were held and approximately twenty came through. Proposals are to be received from the designers by the end of October.

**B. President's Report**

President Farley said Family Day was last Saturday. He said Washburn recognized the Fry family, who have five children, four are either attending or had attended Washburn.

Dr. Farley said next week is Women in Science day. He said 250 plus women from ten districts will be in the area.

He reported that for Constitution Day on the Washburn Tech campus Justice Lee Johnson attended. He said the students had good questions. They went through every article of the Constitution.

President Farley said since the last Board meeting, the fall semester began, and we have twenty new faculty members. He said Monday and Tuesday next week is Fall break.

He said tonight as part of iRead program, Juan Williams, author of iRead book, will be the guest speaker.

Dr. Farley reported that the Kansas Board of Regents (KBoR) met last week, following up on their retreat. They challenged staff at the KBoR and at each campus to develop a performance budget process or performance funding process to take to the Legislature. The Council of Presidents at all higher education institutions, including community colleges and Washburn, will meet on Monday and are to report to the KBoR in December. Dr. Farley feels there is a good possibility of positive results from meetings.

President Farley said today was a day of celebration at the end of the Faculty/Staff Annual Giving Campaign. He said the campus exceeded \$210,000, with Washburn Tech having 100% participation. He said Dr. Mazachek and her staff deserve congratulations.

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

#### **1. Audit Committee**

##### **a. Annual Audit Services**

Regent Hoferer said the Audit Committee met in August and approved continuation of services with Rubin Brown but with a rotation of partners. Rick asked for action by board to approve the using Rubin Brown for an additional 5 years as outside auditor. Regent Parks moves and seconded. Motion passes. Rick Anderson reported that the University will have the final audit report before the December board meeting.

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

Regent Sneed moved to accept the Treasurer's Report. Motion was seconded. Motion passed.

- 1. Liquidated Claims Approval – May 2014**
- 2. Liquidated Claims Approval – June 2014**
- 3. Liquidated Claims Approval – July 2014**
- 4. Liquidated Claims Approval – August 2014**
- 5. Depository Security Transactions**

### **V. New Business**

#### **A. Consent Agenda**

It was moved and seconded to approve the Consent Agenda.

As approved by action of the Board:

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

Hire as new positions effective October 1, 2014: Certified Production Technician Instructor #1 at an annual salary of \$46,500; Certified Production Technician Instructor #2 at an annual salary of \$46,500; Adult basic Ed Co-Instructor at an

annual salary of \$38,400; Job Readiness Coach at an annual salary of \$45,000; Advantage Center Director at an annual salary of \$55,000; support staff at an annual salary of \$25,000; Adult Basic Education Instructor at an annual salary of \$35,000; Technical Instructor – Welding at an annual salary of \$37,000; CAN Instructor at an annual salary of \$40,000; and,

Vice President for Academic Affairs, Dr. Randy Pembroke reported on Tech. He said the grant is to work with prisoners in their last 18 months before release. Working on particular skills – Mtech. Manufacturing. He said the hope is they will be able to get jobs at local manufacturers. A motion was made to approve, which Regent Trusdale seconded. Motion passed.

Dr. Pembroke spoke about the second item on page 17. He said they are looking at areas where help is needed most, healthcare and welding, and so will focus on those areas. We will not hire everyone immediately, but only hire as enrollment suggests. Regent Klausman made a motion to approve, which was seconded. Motion passed.

## **B. Action Items**

### **1. Designate Dr. William Gary Baker as Professor Emeritus and Mr. Douglas Jones as Lecturer Emeritus**

Vice President for Academic Affairs, Dr. Randy Pembroke, said when Dr. Gary Baker retires in May, he will have been at Washburn 40 years. Dr. Pembroke noted that Mr. Doug Jones has been important to the sonography program. Doug has been at Washburn for 14 years. Regent Sneed made a motion to approve, which was seconded. Motion passed.

### **2. University Health Plan Renewal**

Vice President for Administration and Treasurer, Rick Anderson present the item. He said last year a decrease in rates was recommended. He reported the University chose to keep the rates the same and added to our reserves as we are self-funded. He indicated a slight increase has been proposed for this year by Blue Cross Blue Shield. He recommends keeping rates the same again this year. Mr. Anderson anticipates a small addition to reserves if there are no major claims. He said we are in good shape for the plan. Regent Trusdale made a motion to approve, which was seconded. Motion passed. Mr. Anderson said next year we will probably be looking at high deductible options and tying the wellness program into premiums.

### **3. Renewal of Insurance Policies**

Vice President for Administration and Treasurer, Rick Anderson, presented the item. He said all insurance other than property is renewed in October. The marketplace is softening because of earning some investment return. He said some other good news, the last four to five years, worker's comp experience relating to the number and extent of our claims, numbers continue to fall. The main decrease is in worker's comp. Regent McGivern asks mod rate. Mr. Anderson said .82, down from 1.6 in

the last five years. Regent Sneed made a motion to approve, which was seconded. Motion passed.

#### **4. Updates Regarding Submitted Promotion & Tenure Materials**

Vice President for Academic Affairs, Randy Pembroke presented the item. He said the Bylaws require changes to promotion and tenure to come to the Board. He said the change is when a change occurs for information already in a portfolio, a candidate would be allowed to report updated status after portfolio submitted but in the original portfolio. He said this should apply mostly to grant proposals, publications, and nominations for offices. Regent Parks made a motion to approve, which was seconded. Motion passed.

#### **5. Recital Hall**

Dr. Farley presented the item. He said the space could be used for recitals or rehearsals for Topeka Symphony. It will be a small facility, to accommodate smaller events, rather than use the large 1,200 capacity auditorium. The new space would hold around 200. A place needs to be found, a cost determined. Dr. Farley said a benefactor has provided a cash gift to cover the cost of hiring an architect and advisor, so we are looking to move forward. President and CEO of the Washburn University Foundation, Juli Mazachek, did not specify a name but said the person is on the Board and is a fan of symphony and gave a donation of \$1 million. She believes that there is a segment of population from where this project will draw interest that might otherwise not be involved in Washburn activities or donations. She said the Foundation will investigate the feasibility of the project and get better data to determine feasibility. Dr. Farley said we are asking for authorization to begin the architect selection process. Regent Sneed asked a question about emergency. Regent Hoferer doesn't think is an emergency and we should wait until next month. Regent Sneed moved to declare an emergency and add this item to the agenda. Motion was seconded. Motion was approved. Motion by Regent Sneed to then add the item to the Action Items for consideration. Motion was seconded and approved. The Recital Hall item was added to the agenda on action items.

Vice President for Academic Affairs, Randy Pembroke, answered a question by Regent Hoferer about whether is \$1 million is enough. Dr. Pembroke said this will be question for the architect, but the administration is looking at a capacity of approximately 250 people. If at that size, he anticipates the cost will be in \$6 million range. Dr. Pembroke added that we have been approached by performers in past years because singing to larger venue puts more strain on the voice. Regent McGivern asked about estimated square footage for the project. Dr. Pembroke says the stage needs to be big enough for symphony. The number of seats are a factor based on size of stage. Regent McGivern asked whether there is an estimate per square foot. Vice President for Administration and Treasurer, Rick Anderson, said because the high ceiling there is extra air space so the cost is higher than normal but less than constructing a lab. He estimates the cost to be in the \$250-\$400 per square foot range. President Farley added that such discussions occurred internally but no clear answer could be determined, which is why we need an expert involved to help make the determination. Regent McGivern said he remembers Topeka Performing

Arts Center was a \$10 million remodel, noting that was a number of years back and was a remodel and not new construction. Dr. Farley said a second issue is that once size is determined, the issue will be where it will fit. It is in the Campus Master Plan, but not clearly defined where it would go. Regent Sneed moved to approve moving forward with the Recital Hall. Motion was seconded. Motion approved.

**C. Information Item(s)**

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

Vice President for Administration and Treasurer, Rick Anderson, presented the item. There were no questions.

**2. Social Media Task Force Report**

The item was presented with a brief introduction by Michaela Saunders and Ernie Webb. Regent Parks asked what the largest challenges are in the future. Mr. Webb said platforms will change. Twitter may not be around in three years. He said the biggest change is communication within the campus. Regent Hoferer asked a question regarding security. Mr. Webb said we will have to develop a crisis process for the beginning of 2015. Regent Sourk asked if someone is monitoring accounts. Ms. Saunders said we are developing registry of all accounts to have knowledge of all accounts. She said we are looking for accounts that are using Ichabod that are not registered with Washburn. Regent McGivern asked about the philanthropic approach through social media. What about personal contact. Ms. Saunders said it is not intended to be asked to donate by social media but to use it get stories and sell them through social media. The Brick campaign is an example.

It was moved and seconded to adjourn. The meeting adjourned at 4:55 p.m.

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Marc Fried  
Secretary, Board of Regents