

**Board of Regents Meeting
Agenda
Kansas Room, Memorial Union
Thursday, 12/4/2014
4:00 - 6:00 PM CT**

I. Call to Order

II. Roll Call

Mr. Hoferer
Mr. McGivern
Mrs. Moran
Mrs. Parks
Mr. Sneed
Mrs. Sourk
Mrs. Trusdale
Mr. Wolgast

III. Approval of Minutes of Past Meeting(s)

October 30, 2014 Washburn University Board of Regents Minutes - Page 3

IV. Officer Reports

A. Chair's Report

B. President's Report

C. Committee Report(s)

D. Treasurer's Report

1. Liquidated Claims Approval - October 2014

Liquidated Claims - October 2014 - Page 8

V. New Business

A. Consent Agenda

1. Faculty/Staff Personnel Actions

Faculty Staff Personnel - Page 9

2. Designate Dr. Gary Forbach and Ms. Nancy G. Maxwell as Professor Emeritus and Ms. MaryDorsey Wanless as Associate Professor Emeritus

Emeriti - Page 11

3. Designate Ms. Dena Anson as Eminentes Universitatis

Eminentes Universitatis - Page 13

B. Action Items

1. Audit Report

2. Allied Health Program Expansion

Allied Health Program Expansion - Page 14

3. Washburn Institute of Technology Tool Box Purchase

Washburn Institute of Technology Tool Box Purchase - Page 15

4. Indoor Driving Range Facility

Indoor Driving Range - Page 16

5. Faculty/Staff One-Time Stipend

One Time Stipend - Page 17

C. Information Item(s)

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

Purchases - Page 18

2. KanTRAIN Information Item and Authority to Proceed with Reimbursement of Eligible Expenses

KanTRAIN Payment Authorization Info Item - Page 20

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
October 30, 2014

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, Mrs. Trusdale and Mr. Wolgast.

III. Approval of Minutes of the September 25, 2014 meeting

It was moved by Regent McGivern and seconded by Regent Moran to approve the Minutes of the September 25, 2014 meeting. Motion passed.

IV. Officer Report

A. Chair's Report

Chairperson Sourk said Regents met with members of the administration at an October 16 work session to discuss enrollment.

She reported the Board is full in depth in the 2015 Designer Showcase project, saying there will be a selection of the designers soon.

B. President's Report

President Farley commented on the Designer Showcase project, saying there are an incredible number of things to be done that Regents Sourk and Trusdale are taking care of. He said it "reminds me why Susan and I never built a house." He said they are looking forward to this being a successful project for the ChildCare Aware charity as well as sprucing up the University's official President's residence.

He noted that this morning a group put together by the Kansas Board of Regents (KBoR) met to look at performance funding and performance budgeting. He felt the meeting went well. All sectors of higher education were represented: technical schools, community colleges, four-year KBoR institutions, Washburn, and a KBoR representative. He said everyone was able to express their thoughts about performance funding/budgeting at a previous meeting and copious notes were taken. Performance budgeting works to set goals to achieve in order to obtain a portion of funding.

Dr. Farley said the President and CEO of the KBoR, Dr. Andy Tompkins, put together a good summary of what was discussed; and our staff here had a robust discussion about the draft. He said the proposal put together by Dr. Tompkins is very good. It was tweaked a bit today but the proposal is good, assuming this is where we want to go. The next meeting will be in November. The matter will be put before KBoR for discussion in November.

President Farley said we are celebrating a number of other things. Last night and the night before Yager Field and Moore Bowl were opened to watch World Series games. 500-600 people attended each night. Hard work by Gene Cassell and Brent Hogan made this possible.

He said last night Washburn Student Government Association invited speaker Jeff Corwin, of the television series Animal Planet, spoke about creatures, inviting select audience members to participate.

Dr. Farley said a topping off ceremony was held at Morgan Hall. Many people showed up, including those suffering through the construction, to sign the beam.

He said the men's basketball team will play the University of Kansas November 3 in Lawrence. The team will then go to Manhattan to play Kansas State University on November 9.

Dr. Farley congratulated the Student Wellness and Recreational Center celebrating its 10th anniversary on October 30.

Finally, he said the Washburn football team is playing Northwest Missouri State University on November 15 at Arrowhead Stadium in Kansas City at 2:00 p.m. He said playing in Arrowhead will provide an exciting venue for the players and the fans and we would like to have as much of a crowd as possible.

C. Committee Report(s)

Deferring to Action Items

D. Treasurer's Report

1. It was moved by Regent McGivern and seconded by Regent Trusdale to accept the Treasurer's Report, **Liquidated Claims Approval – September 2014**. Motion passed.

V. New Business

A. Consent Agenda

It was moved by Regent Klausman and seconded by Regent Trusdale to approve the Consent Agenda. Motion passed.

As approved by action of the Board:

1. Personnel

a. Faculty/Staff Personnel Actions

hire RaLynn Schmalzried as Assistant Professor of Psychology effective January 2015 at an annual salary of \$45,000; Elaine Lewis to Director, College Success Evaluation and Retention/Lecturer effective November 1, 2014 at an annual salary of \$50,000; grant phased retirement to Frank Chorba for 3 years beginning Spring 2015; new positions under recruitment: Student Success Lecturer, under recruitment at an annual salary of \$36,000; Program Director KanTRAIN Grant Management at an annual salary of \$60,000-\$80,000 effective October 1, 2014; Budget/Administrative Assistant KanTRAIN Grant Management at an annual salary of \$40,000; ½ FTE support staff KanTRAIN Grant Management at an annual part-time salary of \$15,000; Program Site Coordinator at Washburn Institute of Technology KanTRAIN Grant at an annual salary of \$40,000-\$60,000 effective October 1, 2014;

b. Designate Dr. Nancie Palmer as Professor Emeritus

bestow the title Professor Emeritus to Dr. Nancie Palmer; the Board congratulated Dr. Palmer; and,

2. Washburn University Policy Regulations and Procedures Manual – Data Management

the Data Management section of the Washburn University Policy Regulations and Procedures Manual.

B. Action Items

1. New Student Housing and Dining Project

Regent McGivern, Budget/Finance Committee Chair, reported the Committee met yesterday, October 29. Vice President for Administration and Treasurer, Rick Anderson, made a presentation to the Committee. There was discussion of enrollment and rates, a review of financial ratios and what they look like against Regents' schools. Regent McGivern asked Vice President Anderson to make a brief presentation on the new student housing and dining project to the full Board.

Vice President Anderson said, if approved by the Board, the schedule is for construction bids to be approved in February with construction to start in March and be completed in the summer of 2016. There would be 352 total beds, with 346 student beds, in primarily six-bed and four-bed suites. Vice President Anderson made a presentation discussing drawings of the projects. Materials included the site plan where the project would be located - on 18th Street, taking up Lot 2 and part of the Stoffer lot.

Regent Sourk asked how the height of this building compared with the height of the KBI building. Vice President Anderson responded that the residence hall will be lower than the KBI building because of the need to allow for extra ventilation for labs.

Regent Parks asked if other students be able to eat at the dining hall at the new housing project or just residents in that facility. Vice President Anderson responded that all students, faculty and staff will have access to either dining hall.

Vice President Anderson said financing costs are still in line with what originally developed with the architect - \$30 million, plus or minus, with about \$6 million of that for the dining hall – with the University financing all of the housing. Vice President Anderson said the University would expect funds from the approved food vendor towards the dining hall expense. He said we anticipate financing about \$3 million in dining hall construction. He reported financing rates are very good right now and expects to be the same in the Spring, with a 25-year locked-in rate at about 3.5%.

Regent Sneed asked, because of short turn around, if the University is considering a contractor-at-risk provision, and what protections the University is considering to protect itself. Vice President Anderson responded it is very important that the construction deadline be set before classes start in the Fall of 2016. Washburn will negotiate with the general contractor for significant penalties if the deadline is not met to compensate the University for lost revenue.

Regent Parks asked how parking will be affected by this construction. Vice President Anderson advised that the administration will be coming to the Board soon with a revised parking plan to address that issue. Construction of the housing and dining facility will take out all of Lot 2 and some spaces out of Lot 1, affecting a total of about 90 spaces. The site plan for the housing and dining project shows parking of approximately 100-110 spaces to be added east of fraternity houses which will make up for lost spaces from the construction. He said we are looking to add proposed parking for the School of Law before the law school is built, and also looking at other locations to enhance parking. When the parking plan is presented, there will also be information about financing of the costs for the parking.

Vice President Anderson then introduced design team. A local design team and a national firm from St. Louis who does campus housing. They will soon have design documents ready to go.

Regent McGivern made a motion to authorize continuing drafting of design and financing of the housing and dining project. The motion seconded by Regent Sneed. Motion passed unanimously. Regent Wolgast thanked the design team and Committee for their fine work.

2. Stoffer Science Hall Room 115 Remodel

Vice President for Administration and Treasurer, Rick Anderson, presented the item. He said the University has a grant for the remodel of Stoffer Science Hall Room 115. The University will come up with a portion of the cost as part of grant. A motion by Trusdale, seconded by Moran to authorize the project. Motion approved.

3. Washburn Institute of Technology TRAC-7 – Lease Agreement Extension

Vice President for Administration and Treasurer, Rick Anderson presented the item. He said this is an extension of TRAC-7 grant for the 4th year, an extension of the existing lease at Forbes Field. The lease is a five-year lease with a rent accelerator for each year. The University has an option to end the lease after the first year. We will have an idea of the space needed for the AST program by April, so it can be determined if the need is for all of the current space or if we need to terminate this lease and go elsewhere. Regent Klausman asked if the AST program is okay. Dean Coco responded that the program is going well. Vice President Anderson also responded that the program will continue, but the question is if the program will remain at Forbes or be located somewhere else, depending on the size of the program. It was moved by Regent Sourk and seconded by Regent Klausman to approve. Motion passed.

4. 2014 Winter Closing Schedule

Dr. Farley discussed that many years back the holiday schedule was reorganized by moving the Veteran’s Day and Christmas eve holidays to between Christmas and New Years day, requiring staff to take one day of paid leave, thereby allowing the University to close during that week. Every now and then a quirk in the calender leaves an abandoned day at the beginning or end of week which makes little economic sense to open up all of the buildings for one day. In such instances in the past the administration has asked the Board to approve an additional holiday so the University can be closed on that extra day. Friday, January 2, 2015 is one of those days, and the administration is asking the Board to approve an additional day of holiday leave for January 2, 2015. It was moved by Regent McGivern and seconded by Regent Trusdale to approve the additional holiday. Motion passed.

It was moved and seconded to adjourn. The meeting adjourned at 4:35 p.m.

/s/

Marc Fried
Secretary, Board of Regents

Agenda Item No. IV. D. 1.
Washburn University Board of Regents

SUBJECT: Liquidated Claims Approval – October 2014

DESCRIPTION: Attached is the list of claims processed for the month of October, 2014 by fund, and a summary of all claims by fund is detailed below. The payroll claims will be presented to the Board of Regents for review at the December 4, 2014 meeting through the Chairperson.

To the best of my information and belief, I certify that the liquidated claims submitted in this transmittal are in compliance with all applicable laws and University policies.

Rick Anderson, Vice President for Administration & Treasurer

WASHBURN UNIVERSITY

Fund #	Fund Name	Total Claims
1.	General Fund	\$2,479,559
2.	Debt Retirement & Construction Fund	-0-
3.	Building and Construction Fund	1,506,326
4.	Endowment Fund	-0-
5.	Student Loan Fund	850
7.	Tort Claim Fund	235,953
8.	Restricted and Agency Fund	355,578
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	235,987
	Sub-Total	4,814,253
	Payroll	2,996,443
	Payroll Withholding ACH Transactions	2,419,869
	*Wire Transfers (Investments)	-0-
	Total	\$10,230,565

WASHBURN INSTITUTE OF TECHNOLOGY

1.	General Fund	\$221,954
3.	Building and Construction Fund	110,311
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	2,886
13.	Government and Research Fund	28,957
	Sub-Total	364,108
	Payroll	337,704
	Payroll Withholding ACH Transactions	180,136
	Total	\$881,948

Date

Jerry B. Farley, President

Agenda Item No. V. A. 1.
Washburn University Board of Regents

SUBJECT: Faculty/Staff Personnel Actions

DESCRIPTION:

The following routine adjustments to specific salary lines must either be reported to the Board or approved by the Board.

Name	Position	Change	Financial Implications	Comments	Action
Angela Crumer	Lecturer of Mathematics & Statistics POSN NEW	New position – hire for Spring 2015 only	Annual salary of \$19,500 in FY15 budget from salary savings in department	To cover for faculty member on Academic Sabbatical	Request approval
New Position	Coordinator, Center for Prior Learning & Testing/ Lecturer POSN 000427	Change from .5 FTE Classified to 1.0 FTE Administrative w/Faculty Rank; under recruitment	Annual salary of \$40,000 available in FY15 budget through reallocations in the Center for Student Success and Retention	Position will serve as coordinator of the newly established Center for Prior Learning and Testing	Request approval
Donna LaLonde	Associate Professor of Mathematics & Statistics /Interim Chair of Education POSN 000142	Leave of Absence for one year beginning January 1, 2015	Salary savings of \$52,089 FY15, \$52,089 FY16	Salary savings will cover cost of stipend for Interim Chair of Education beginning January 1, 2015 and adjuncts for Mathematics instruction	Request approval
Michael Rettig	Professor of Education POSN 000189	Interim Chair of Education January 1, 2015 to June 30, 2015	Administrative stipend of \$2,500 and coverage stipend of \$4,888	Stipend total of \$7,388 in FY15 budget	Request approval

New Position	Simulation Coordinator	Effective January 1, 2015	Annual salary range of \$45,000 to \$50,000 from TAACCCT funds	This full time position will develop simulations and work with staff to run simulations	Request approval
New Position	Simulation Center Support Staff	Effective January 1, 2015	Annual salary range from \$20,800 to \$21,590 from TAACCCT funds	Support staff for the project including data collection and scheduling for the simulation center	Request approval
New Position	Case Manager /Advisor	Effective January 1, 2015	Annual salary range from \$36,000 to \$40,000 from TAACCCT funds	This full time position will work with students participating in grant activities on the Washburn Institute of Technology (WIT) campus, working with health occupations programs at WIT and the School of Applied Studies	Request approval
New Position	Adult Basic Education instructor	Effective January 1, 2015	Salary range from \$32,000 to \$35,000 salary for 10-month position from TAACCCT funds	This position will work with grant participants who need basic skill improvement	Request approval

RECOMMENDATION:

President Farley recommends approval of these personnel actions.

Date

Jerry B. Farley, President

Agenda Item No. V. A. 2.
Washburn University Board of Regents

SUBJECT:

Designate Dr. Gary Forbach and Ms. Nancy G. Maxwell as Professor Emeritus and Ms. MaryDorsey Wanless as Associate Professor Emeritus.

DESCRIPTION:

Dr. Gary Forbach began his teaching career at Washburn University in 1973 as Assistant Professor of Psychology in the College of Arts and Sciences, was granted tenure in 1978, promotion to Associate Professor in 1980, and promotion to Professor in 1985. He earned his B.A. from the University of Denver in 1969 and M.S. and Ph.D. from Oklahoma State University in 1972 and 1973. Prior to his Washburn career of 42 years, he served as a graduate Teaching Assistant and Research Assistant at Oklahoma State University. During his years of service to Washburn, he served as Department Chair of Psychology, served twice as Interim Associate Dean of the College of Arts & Sciences, was the inaugural Director of the Leadership Institute, maintained an active research program, served the University on numerous committees, taught over 4,000 Washburn students, and was named "Outstanding Undergraduate Professor" by the Washburn Psi Chi Honor Society during the 1998-99 academic year. In addition, he served as Chair of the Board of Directors for the Kansas Capital Area Chapter American Red Cross from 2004 to 2006.

Ms. Nancy G. Maxwell began her teaching career at Washburn University in 1979 as an Assistant Professor of Law in the School of Law, was promoted to Associate Professor in 1981, and granted tenure and promoted to Professor in 1984. She earned her B.A. and J.D. from the University of North Dakota in 1972 and 1975 and her LL.M. from Harvard Law School in 1979. Prior to her Washburn career of 36 years, she was Associate Attorney with Kessler and Anderson Law Offices in Grand Forks, ND, a Supervising Attorney at the Legal Aid Clinic, University of North Dakota, and maintained a limited law practice while teaching at the University of North Dakota. During her years of service to Washburn, she directed the Law School's Study Abroad Program with programs in England, the Netherlands, and Barbados, served on a variety of Law School and University committees, and authored numerous scholarly and professional writings. She has made an important and lasting effect on the Law School and its programs and will be greatly missed by the Washburn Law family.

Ms. MaryDorsey Wanless began her teaching career at Washburn University in 1998 as an Adjunct Instructor in the Art Department in the College of Arts & Sciences, then Lecturer in 2000, Assistant Professor in 2010, and was tenured and promoted to Associate Professor in 2013. She earned her B.S. and M.A. from the University of Missouri in 1971 and 1972 and M.F.A. from Kansas State University in 2009. Prior to her Washburn career of 17 years, she was an interior designer in Atlanta, GA, an Instructor at the Arapahoe Community College in Denver, CO, business manager of medical offices in Montrose, CO and Topeka, KS, and co-owner of a Topeka business. During her years of service to Washburn, she developed the photography program into one of the signature media areas in the Art Department, developing new courses and remaining at the cutting edge of creative artistic photographic techniques and approaches while maintaining an excellent record of teaching, winning the Ned Fleming Excellence in Teaching Award in 2011, and service to the university, profession, and community.

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION:

President Farley recommends the Board of Regents bestow the title “Professor Emeritus” to Dr. Gary Forbach, “Professor Emeritus” to Ms. Nancy G. Maxwell, and “Associate Professor Emeritus” to Ms. MaryDorsey Wanless.

Date

Jerry B. Farley, President

Agenda Item No. V. A. 3.
Washburn University Board of Regents

SUBJECT: Designate Ms. Dena Anson as Eminentes Universitatis

RATIONALE:

Washburn University awards the “Eminentes Universitatis” designation to long-term employees who meet the following requirements: employed as an administrative or classified employee for a period of ten years or more; retire in good standing; and service performed must be judged to have been meritorious.

DESCRIPTION:

Dena Anson

Dena began her dedicated service to Washburn as director of the university relations office in 1996. The university relations office is often fast-paced and is always challenged with new tasks. Dena’s extensive knowledge of Washburn has been a true asset in working with the media and on a multitude of new projects. She also has a true passion for Washburn’s history and has discovered many unique stories during her time here. She leads by example when it comes to networking, media relations and writing. Dena, along with Kay Farley, was instrumental in establishing a licensing and branding program for Washburn. Also in 2001, Dena earned her bachelors of arts in history at Washburn.

Dena has been involved in the Topeka community in a number of activities. Currently she is serving on the 2014 publicity committee for Sheltered Living, Inc.’s Festival Trees and she also served as the publicity chairwoman from 1993 to 2003. She served 2009 to 2013 as the publicity chairwoman for the American Red Cross Capital Chapter’s Ride for the Red fundraiser; and from 1995 to 1998 she was a board member of Sheltered Living Inc., serving as board chairwoman in 1999. Dena also volunteered at the Fiesta Mexicana from 1998 to 2013. Dena is a 2006 graduate of Leadership Greater Topeka.

Dena was married to Steve Anson, who passed away in June, and was the head coach for the Ichabod baseball team for 35 years.

FINANCIAL IMPLICATIONS: None

RECOMMENDATION:

President Farley recommends Board of Regents approval to award the designation “Eminentes Universitatis” to Dena Anson.

Date

Jerry B. Farley, President

Agenda Item No. V. B. 2.
Washburn University Board of Regents

SUBJECT: Allied Health Program Expansion

DESCRIPTION:

The routine method we use to initiate new, or expand existing, programs is to provide for start-up cost from University Reserves until the program is self-sustaining and profitable. The resources (University Reserves) and proposed expenditures are then included in the annual budget approved by the Board. Many areas within the health care field are changing professional certification requirements within the next two to three years. With this fast approaching deadline, we need to be prepared to move quickly to meet the ever changing requirements of the workforce.

We believe there is an opportunity to expand an existing on-line Allied Health program to meet the eminent certification needs. We request the use of Regents' Contingency (University Reserves) to provide the initial funds to be used for business plan development, initial staffing, website updates, and financial advising related to this initiative.

FINANCIAL IMPLICATIONS:

\$200,000 will be funded through Regents' contingency.

RECOMMENDATION:

President Farley recommends the Board of Regents approve the request for Board of Regents' contingency funding for the academic health care program expansion.

Date

Jerry B. Farley, President

Agenda Item No. V. B. 3. a.
Washburn University Board of Regents

SUBJECT: Washburn Institute of Technology Tool Box Purchase

DESCRIPTION:

Washburn Institute of Technology is requesting approval for the purchase of student tools and tool boxes for use in the Locomotive Diesel Technician program. This equipment will provide students the opportunity to train in the profession of Large Diesel Engine Technology, thus, creating a larger pool of potential employees. The Kansas Department of Commerce has identified this career opportunity as a high demand, high wage career.

FINANCIAL IMPLICATIONS:

The total cost for the eight sets of tools is \$118,416. The funding for the tool purchase is provided by a Jobs & Innovative Industry Skills Training (JIIST) grant awarded to Washburn Institute of Technology by the Kansas Department of Commerce.

Washburn Institute of Technology is a designated Snap-On Tools school. As part of that agreement they receive a significant discount price on tools and tool boxes.

RECOMMENDATION:

President Farley recommends the Board of Regents approve the expenditure of \$118,416 for the purchase of the tool boxes from Snap-On Tools to be used at Washburn Institute of Technology.

Date

Jerry B. Farley, President

Agenda Item No. IV. B. 4.
Washburn University Board of Regents

SUBJECT: Indoor Driving Range Facility

BACKGROUND: The process of finding a location for an indoor driving range facility began more than a year ago .After discussions concerning the advantages and disadvantages of several locations around Topeka, we began a dialogue with Topeka Country Club (TCC). TCC is receptive to the idea of building an indoor driving range on their property that would be mutually beneficial to both organizations.

TCC has offered to provide land owned by TCC on which Washburn can build an all-weather indoor driving range for use by both parties. Washburn will use the driving range as a practice facility for its intercollegiate golf team. TCC will also have access to the facility for its members.

DESCRIPTION: A lease and facilities use agreement is proposed as an initial term of ten years, it may be renewed for two additional ten year terms. Upon termination of the agreement, all rights, title and interest in the building transfers from Washburn to TCC.

Washburn will pay all costs associated with the design and construction of the 96 foot by 30 foot building to be built on leased TCC land. Washburn and TCC will split (50/50) the annual operating costs of the facility.

The heated building will have five driving bays, a putting green, and a chipping green. The final design will be subject to approval by both parties prior to construction. The estimated cost of the facility is \$250,000. The total cost will be raised from private resources.

As soon as sufficient funds are raised, we would move forward with the architect selection process to begin planning, budget confirmation, site location, and design for the Indoor Driving Range.

FINANCIAL IMPLICATIONS:

The project will be funded from private funds.

RECOMMENDATION:

President Farley recommends the Board of Regents approval to begin planning for an Indoor Driving Range at TCC.

Date

Jerry B. Farley, President

Agenda Item No. V. B. 5.
Washburn University Board of Regents

SUBJECT: Faculty/Staff One-Time Stipend

DESCRIPTION:

Faculty and staff have worked diligently last spring, summer and this fall to increase enrollment. Hundreds of telephone calls from faculty and staff were made to students. Personal contacts were made to assist students who had enrollment “holds” based on an academic issue, financial aid problems, overdue library books, parking fines, health test and non-payment of tuition. Processes and procedures have been modified to better accommodate students.

We did not meet our enrollment goals this fall in order to implement a comprehensive salary program. Nonetheless, tremendous effort is being made to positively impact spring, and of course next fall’s, enrollment. In recognition of this continuing commitment of our faculty and staff, we propose a one-time (non-recurring) stipend of \$700 be provided to faculty and staff. Those who were hired on or before June 30, 2014 and who will be employed January 1, 2015 would be eligible. The stipend will be paid in the last December pay period for hourly paid staff and December 31, 2014 for monthly paid faculty and staff.

Washburn truly does value the service of its dedicated faculty and staff. As the budget is developed for the fiscal year beginning July 1, 2015, and based on enrollment increases, every effort will be made to provide for a comprehensive salary program.

FINANCIAL IMPLICATIONS:

Funding for this one-time payment is available from funds set aside, but not used, in this year’s budget for a salary program. The estimated cost is \$560,000.

RECOMMENDATION:

President Farley recommends the Board of Regents’ approval of this one-time stipend of \$700 for qualifying faculty and staff as described above.

Date

Jerry B. Farley, President

Agenda Item No. V. C. 1.
Washburn University Board of Regents

SUBJECT: Report of Purchases between \$25,001 and \$50,000

BACKGROUND:

At the March 8, 2001 Board of Regents Budget and Finance Committee meeting, the administration presented an item for discussion to increase the Board expenditure approval limit from \$25,000 to \$50,000. The increase was approved by the Board of Regents at its May 9, 2001 meeting.

DESCRIPTION:

In compliance with that approval and to ensure the Board fully complies with its fiduciary responsibilities, the Board of Regents requested all items approved by the administration between \$25,001 and \$50,000 be listed each month and included for information.

FINANCIAL IMPLICATIONS:

These expenditures are in line with current year budgets.

Date

Jerry B. Farley, President

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

<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
Telephone Maintenance Services Washburn University and Washburn Tech Competitively Bid. Three bids received. Award to lowest price bid. Capital Project Funding	Continuant, Inc., Fife, WA	\$43,544
Carpet Replacement Living Learning Center Building 1 Facilities Services Project Competitively Bid. One bid received. Award to lowest price bid. Capital Project Funding	Hall Floor Covering, Topeka, KS	\$33,364
Carpet Replacement Benton Hall 4th Floor Facilities Services Project Competitively Bid. One bid received. Award to lowest price bid. Capital Project Funding	Hall Floor Covering, Topeka, KS	\$32,843

Agenda Item No. V. C. 2.

Washburn University Board of Regents

SUBJECT: KanTRAIN Information Item and Authority to Proceed with Reimbursement of Eligible Expenses

DESCRIPTION:

Building on the success of the \$20 million Round 1 Technical Retraining to Achieve Credentials (TRAC-7) grant led by Washburn University, the U.S. Department of Labor recognized Washburn University/Washburn Institute of Technology and its consortium colleges, Flint Hills Technical College, Garden City Community College, and Wichita Area Technical College, with a second four-year \$12 million Trade Adjustment Assistance Community College and Career Training (TAACCCT) grant, named KanTRAIN.

Washburn University is the lead institution and fiscal agent for the Department of Labor KanTRAIN grant. KanTRAIN is a collaborative network of statewide stakeholders committed to training workers for industry-recognized credentials in high wage, high demand careers that support the nation's competitiveness in a global workforce.

Key Points:

- Targets Trade Adjustment Assistance-eligible workers and other adults, with an emphasis on serving veterans.
- Facilitates innovative regional and statewide systems change in targeted industry sectors and networks.
- Meets employer demands for skilled workers in high-wage, high-skill jobs.
- Develops sector- and college-based strategic policy alignment and collaboration with national, state, and local consortiums, initiatives, and other TAACCCT grantees.
- Expand research-based program development methods and strategies that increase training retention, completion, and promote faster time to employment.

Budget Info:

- KanTRAIN budget: \$11,997,957.
- Washburn University Program Budget: \$3,277,459; Renovation Budget: \$400,000
- Washburn Program Grant Management Budget: \$3,540,972 including agency and other contractual work of \$1,612,500.

Major Equipment to be Purchased:

- High Fidelity Full Advanced Simulator Manikin – Adult/Peds - \$338,100
- Mobile Connections Center Unit - \$365,000
- Simulation Lab Videoconference Equipment - \$120,000

As the fiscal agent, Washburn University handles all the funding for this grant. All construction contracts and major purchases above \$50,000 will continue to come to the Board for approval. The three consortium colleges each have an approved budget for their signature program. Each consortium college will sign a subaward document with Washburn for their portion of the grant to fulfill. Each college will make purchases through their own college and submit a reimbursement request to Washburn University. Memorandums of Understanding will be signed with the Kansas Department of Commerce, Kansas Board of Regents, and the local Workforce Boards to help with participant services and data retrieval needed to fulfill all grant outcomes and deliverables. They will provide access to needed data and assist with recruitment and job placement.

In order to facilitate expeditious reimbursement to the consortium colleges and outside agencies, payments will need to be processed monthly. Authority is requested to proceed with reimbursement to the consortium colleges with approval from President Farley and the Board of Regents Chair. The payments can then be listed each month in the "Expenditures Greater than \$50,000" if applicable.

This grant is regulated much like the TRAC-7 Department of Labor grant that we have had in place over the last three years.

FINANCIAL IMPLICATIONS:

The KanTRAIN project (\$11,997,957) is 100% funded through the U.S. Department of Labor's TAACCCT program.

RECOMMENDATION:

President Farley recommends the Board of Regents give the administration authorization to make reimbursement payments to the consortium colleges. This will be done with approval from the Board Chair and the President followed by Board ratification at the next Board of Regents meeting.

Date

Jerry B. Farley, President