

**WASHBURN UNIVERSITY OF TOPEKA**  
**BOARD OF REGENTS**  
**MINUTES**  
**December 4, 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, Mrs. Trusdale and Mr. Wolgast.

**III. Approval of Minutes of the October 30, 2014 meeting**

It was moved by Regent Parks and seconded by Regent McGivern to approve the Minutes of the October 30, 2014 meeting. Motion passed.

**IV. Officer Report**

**A. Chair's Report**

Chairperson Sourk reported the Designer Showcase is moving along. The Barebones showing of the house will be January 15–18, 2015. She said the cabinets and carpet are out.

**B. President's Report**

President Farley said international students do a talent show every year.

Dr. Farley mentioned two town hall meetings were held over the last couple of weeks. Both were well attended. He said there were great questions and comments.

He said next week, December 11, is the Washburn holiday party in Washburn A and B, and the Board is invited. He said we participate in the Toys for Tots program, so bring an unwrapped toy when you come.

President Farley reported last month one of our students and the Student Government Association partnered to sponsor a food pantry. He said they did a great job with that and it should be sustainable. He said some of our students do have a problem meeting needs for food and this helps them.

Dr. Farley said the Belltower dinner was held this past Tuesday, December 2, where we recognize and celebrate some of our biggest contributors.

He said the debate team performed well last weekend in Omaha.

President Farley reported the School of Business, in their innovation program, encourages students to come up with ideas to promote and come up with an “elevator speech” with a time limit. He said they had around 25-30 participants originally, but narrowed presentations down to around 6 for a final event. Presentations were made a few weeks ago and the students did a great job.

Dr. Farley said Vespers will be held this Sunday in White Concert Hall and that KTWU is recording it for broadcast it the following week.

He said Quest, the University’s scholars bowl event, is this Saturday.

President Farley said on Monday, December 8, he will have the pleasure to appear before the Shawnee County Legislative Delegation. He said several Regents will be there and it’s a great opportunity to meet legislators. He said there is no legislative initiative, but we can work with them not to cut our budget. He said we are looking for \$1M to enhance our forensics program and to hire and train forensic scientists for the KBI.

Dr. Farley reported the women’s basketball team traveled to Puerto Rico to play and had a great time. He said the men’s team went to a tournament in Hawaii.

He said C-Tel had a couple of events the past couple of months. Tom McGowan came to discuss community engagement and there was a dinner to brain storm ideas on Community Engagement. Finally, he said Randy Pembroke is taking group of twenty students and faculty to Costa Rica for health screenings.

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

There were no committee reports.

### **D. Treasurer’s Report**

#### **1. Liquidated Claims – October 2014**

Vice President for Administration, Rick Anderson, presented the October 2014 Liquidated Claims report. There were no questions.

## **V. New Business**

### **A. Consent Agenda**

Regent McGivern moved and Regent Moran seconded to approve the Consent Agenda. Motion passed.

As approved by action of the Board:

**1. Faculty/Staff Personnel Actions**

grant one-year leave of absence beginning January 1, 2015 to Donna LaLonde, Associate Professor of Mathematics & Statistics/Interim Chair of Education; hire Angela Crumer as Lecturer of Mathematics & Statistics for Spring 2015 only at an annual salary of \$19,500; Michael Rettig, Professor of Education to Interim Chair of Education January 1 to June 30 2015 with a stipend of \$7,388; position under recruitment, Coordinator, Center for Prior Learning & Testing/Lecturer, at an annual salary of \$40,000; new positions effective January 1, 2015: Simulation Coordinator, annual salary range of \$45,000-\$50,000; Simulation Center Support Staff, annual salary range from \$20,800-\$21,590; Case Manager/Advisor, annual salary range \$36,000-\$40,000; Adult Basic Education Instructor, salary range \$32,000-\$35,000 for 10-month position;

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

bestow the title Professor Emeritus to Dr. Gary Forbach and Ms. Nancy G. Maxwell, and Associate Professor Emeritus to Ms. MaryDorsey Wanless; and,

**3. Designate Ms. Dena Anson as Eminentes Universitatis**

award the designation Eminentes Universitatis to Ms. Dena Anson.

Regent Sourk recognized and thanked both Professor Maxwell and Professor Wanless, who were present, for their service to the University.

**B. Action Items**

**1. Audit Report**

Regent Hoferer, Audit Committee Chair, said the Committee met and voted to recommend approval of the annual Audit Report subject to no substantial changes. Regent Hoferer moved, and Regent Parks seconded, to accept the Audit Report. Motion passed.

**2. Allied Health Program Expansion**

Dr. Pat Munzer, Dean of the Allied Health Department, the largest department in the School of Applied Studies, presented the program expansion proposal of 15 programs, 11 online, and distance education. Dr. Munzer said there is more demand than they can currently handle. She said the proposal is to help grow to establish a better work force. Dr. Munzer said we are affiliated with several hundred clinical sites in Kansas and across the U.S. She said we are looking at developing promotional materials and to streamline the enrollment process. She said they expect significant increased enrollment. Regent Hoferer moved, and Regent Parks seconded, to approve the expansion of the Allied Health Program.

### **3. Washburn Institute of Technology Tool Box Purchase**

Vice President for Administration and Treasurer, Rick Anderson presented the item for purchase to enhance the railroad and diesel development programs. It was moved by Regent Klausman, and seconded by Regent Parks, to approve the item. Motion passed.

### **3. Indoor Driving Range Facility**

Vice President for Administration and Treasurer, Rick Anderson presented the item. Mr. Anderson said we began looking a few years ago for sites to create a year-round practice facility. He said we worked with Topeka Country Club to develop a facility to help both our team and Topeka Country Club. Mr. Anderson said we would look for a lease agreement to build the facility, and operation costs would be split between Topeka Country Club and Washburn University. He said the building would be funded through fund raising and that there will be no additional staffing requirements for the University. Mr. Anderson said the primary cost of operation will be heating during the winter. Mr. Anderson advised that the Country Club has already approved the agreement but that there will be some minor changes. Washburn Athletics Director, Loren Ferre, said there will be two bays solely for Washburn, and Washburn will have priority for the remaining three bays from 1:00 pm –4:00 pm on weekdays. Regent Wolgast moved, and Regent Moran seconded, to approve the item. Motion passed.

### **5. Faculty/Staff One-Time Stipend**

President Farley reported about enrollment, saying the outcome had financial implications. He said the faculty was tasked with calling students who were in classes last spring but not registered for fall, doing that now for Spring registration. Dr. Farley said we have added a number of enhancements to help with enrollment and retention which came from the work sessions. He said some were holds on enrollment, such as for parking tickets, and it didn't make sense to stop enrollment for \$25. The result has been much work across campus. Dr. Farley said the promised salary program if enrollment increased did not materialize because enrollment did not increase. He said to acknowledge the hard work of everyone across campus, he proposes a one-time stipend to qualified employees to be paid in December. Regent Sneed moved, and Regent Parks seconded, to approve the one-time stipend. Motion passed.

Regent Hoferer said the Board should thank faculty and staff to show appreciation for the work they have done in helping with retention and for everything they do every day.

## **1. Information Items**

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

Vice President for Administration and Treasurer, Rick Anderson, presented the Report of Purchases item.

### **4. KanTRAIN Information Item and Authority to Proceed with Reimbursement of Eligible Expenses**

Like the TRAC – 7 Grant, letting you know of partners. Dr. Farley said this is a significant \$12M grant and we have good partners. He said this is a good program and the Washburn Institute of Technology campus stepped up and have done a great job in getting a second grant in 3 years from the last one is very good.

It was moved by Regent Parks and seconded by Regent Hoferer to adjourn. The meeting adjourned at 4:23 p.m.

/s/

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Marc Fried  
Secretary, Board of Regents