

**WASHBURN UNIVERSITY OF TOPEKA**  
**BOARD OF REGENTS**  
**MINUTES**  
**February 5, 2015**

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**I. Call to Order**

Chairperson Sourk called the meeting to order at 4:06 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus. Chairperson Sourk then stated that because she might have to leave the meeting, Vice-Chairperson Trusdale would be running the meeting.

**II. Roll Call**

Present were: Mr. Boles, Mr. Hoferer\*, Mr. McGivern, Mrs. Moran, Mrs. Parks, Mr. Sneed, Mrs. Sourk, Mrs. Trusdale and Mr. Wolgast.

\* - indicates attended by telephone

**III. Approval of Minutes of the December 4, 2014 meeting**

It was moved by Regent Moran and seconded by Regent Parks to approve the Minutes of the December 4, 2014 meeting. Motion passed.

**IV. Officer Reports**

**A. Chair's Report**

No report.

**B. President's Report**

President Farley reported that coming up later this month is Washburn Institute of Technology's National Technical Education Signing Day for students wanting to commit to attend Washburn Tech. He said right now there are approximately 500 students. Dr. Farley said this is a great idea initiated by Dean Coco. He said the Dean reported another five to six schools will be joining by podcast.

Dr. Farley said Washburn Institute of Technology received diesel engines from BNSF Railroad for a training cooperative with Johnson County Community College to help pave the way to highly skilled, high paying jobs.

Dr. Farley said a Certified Production Technician (CPT) program has been entered into with the Department of Corrections to provide training for women in the Topeka Correctional facility to get them prepared for jobs when they are released. He said two women have graduated and have been employed since their release. He said the program seems to be working well.

President Farley said tomorrow is the 150<sup>th</sup> birthday of Washburn University and there will be a big celebration on campus in the student union. He said a book has been written for the 150<sup>th</sup> birthday and the author will be present to sign books. Dr. Farley said a Proclamation will be signed by the Governor at 11:30 a.m., and the Kansas House and Senate will also be signing proclamations. Regents Sourk and Trusdale will be present along with students and legislative representatives.

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

Budget/Finance Committee Chairperson McGivern reported that no official action was taken by the Committee at its meeting.

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

It was moved by Regent Sneed, and seconded by Regent Parks, to approve the **Liquidated Claims for November 2014 and December 2014**. Motion passed.

### **3. Quarterly Reports for the Six Months Ended December 31, 2014 – Washburn University and Washburn Institute of Technology**

Vice President for Administration and Treasurer, Rick Anderson, reported on the revenues for Washburn University. Tuition is consistent with enrollment. He said we've received all payments for the year, so we will be returning \$220,000 to the State as part of clawback to the budget this year. Mr. Anderson reported sales tax is running ahead of budget, with some endowment money shifted to the Foundation so it is not showing as revenue as a result. He said the Memorial Union is slightly down, but reflects actual inventory which was just taken. There was a question about tuition and fees as a percent of total revenues. Mr. Anderson said historically this has been running about 56-57%. Regional Kansas Board of Regents' institutions are usually about 45-47% in tuition but they get a higher percentage from state aid.

President Farley noted he testified this morning that when you add state aid and tax dollars, Washburn receives less in public aid than any other four-year institution or community college on a per student basis.

Mr. Anderson then reported on Washburn Tech. He said enrollment is up four to five percent so tuition fees (mostly from post-secondary students) is higher. Reduction in continuing education revenues is because a number of programs have been able to reclassify to credit classes and they are included in tuition fees. He said the State divides aid into post-secondary and secondary, which is SB155 funding. Post-secondary education funds are received in August and November. For secondary education funds, the first payment was received in January with the supplemental payment to be received in June.

Dr. Farley said the Governor's budget for 2016 and 2017 caps the SB155 funding. He said this could put pressure on us when we are signing so many secondary education students. He reported revenues are up from last year and so are expenses, which is due to expansion of programs.

### **V. New Business**

## **A. Consent Agenda**

It was moved by Regent Sourk, and seconded by Regent Sneed, to approve the Consent Agenda. Motion passed.

As approved by action of the Board:

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

hire: Cherry O. Steffen as Professor and Chair of Education effective June 1, 2015 at an annual salary of \$105,000, Sunita Rao as Assistant Professor of Accounting effective August 1, 2015 at an annual salary of \$128,000, Shane Van Dalsem as Assistant Professor of Finance effective August 1, 2015 at an annual salary of \$130,000, Patrick Early as Director of University Relations effective January 12, 2015 at an annual salary of \$69,000; additional responsibilities and annual salary adjustment to \$44,607 for Betty Lou Pardue, Assistant Director, Major and Planned Gifts for KTWU; and new positions effective upon approval: Administrative Specialist at an entry rate of \$12.98/hour at Washburn Institute of Technology, and University Police Officer at an entry rate of \$15.01/hour.

## **B. Action Items**

### **1. Academic Sabbaticals 2015-2016**

Associate Vice President for Academic Affairs, Dr. Nancy Tate, said the Academic Sabbatical Committee met and submitted the item names for academic sabbatical during 2015-2016. It was moved by Regent Sourk, and seconded by Regent Parks to approve the Academic Sabbaticals for 2015-2016. Motion passed.

### **2. Architect Selection for the Music Recital Hall**

Vice President for Administration and Treasurer, Rick Anderson, presented the item. He said the Music Recital Hall Project Committee used as criteria experience in completion of projects in Kansas and Missouri: the architect's prior working relationship with the consultant; the consultants' prior work experience; and the architect's and consultant's familiarity with the type of project and venue in selecting ACI Boland. The recommended firm is from the Kansas City area. Mr. Anderson was not sure if they have done any work previously at Washburn. He said they have done work at Pittsburg State University. Regent Parks made a motion to approve the recommendation. There was no second.

Regent Sneed moved, and Regent Sourk seconded, to accept Schwerdt Design Group even though they were not recommended by the committee. Regent Sneed said he reviewed the Request for Qualifications, spoke with Mr. Anderson, and saw the scoring documents. He said his understanding is all candidates presented outstanding credentials and the committee thought any of the three would be a good selection. Mr. Anderson said all three of the presenting firms have done high school auditoriums, and other performance venues. Mr. Anderson further noted that ACI Boland has done this specific type of work before and worked with this

expert. Regent Sneed stated there was no criteria provided for anyone being local or in the state of Kansas and the he believes a local company that supports the institution should be given high consideration. Regent Wolgast said if they are comparable entities, then we should be supporting the local entity. Mr. Anderson stated that the Committee was provided information that the Board has a preference for local contractors, but the points system does not have a local business calculator. While it was noted that Schwerdt does not have experience for this specific type of project, the design experts with whom they have partnered have such experience. Further discussion was had about the possible downside of rejecting non-local bidders as well as rejecting local bidders and rejecting the recommendation of the committee. Regent Sourk said the Board needs to look at how the selection process factors in local bidders going forward. Regent Boles abstained. All other Regents voted in favor of the Motion.

#### **4. Tennis Complex**

Vice President for Administration and Treasurer, Rick Anderson presented the item for improving a tennis complex for tournaments and general enhancements. It was moved by Regent Sourk, and seconded by Regent Parks, to approve the item. Motion passed.

#### **5. Use of University Reserves**

Vice President for Administration and Treasurer, Rick Anderson, said President Farley spoke about the use of University Reserves at the Budget/Finance Committee meeting. He said we are looking to transfer cash to construction funds for projects in the queue. It was moved by Regent Sourk, and seconded by Regent Sneed, to approve the transfers from University Reserves as described. Motion passed.

### **C. Information Item(s)**

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

### **VI. Executive Session**

It was moved by Regent Sneed and seconded by Regent Sourk to recess to executive session for consultation with legal counsel on matters that would be deemed privileged in the attorney-client relationship, pursuant to Section 75-4319(b)(2) of the Kansas Statutes Annotated and to reconvene in open session in this same room in 20 minutes. The Board recessed to executive session at 4:45 p.m.

At 5:05 the Executive Session was adjourned and the Regular meeting was reconvened. It was moved to adjourn. The meeting adjourned at 5:05 p.m.

/s/

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Marc Fried  
Secretary, Board of Regents