

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
September 25, 2015

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. Beck, Mr. Boles, Mr. Feuerborn, Mr. Hoferer, Mr. McGivern, Mrs. Parks, Mr. Sneed, Mrs. Sourk and Mr. Wolgast.

Chairperson Sneed welcomed Regent Feuerborn to Board.

III. FY 2016 Public Budget Hearing

Chairperson Sneed recessed the regular business meeting and called to order the public budget hearing. No one registered to speak and no one requested to speak at the hearing. Chairperson Sneed declared the public budget hearing closed and reconvened the regular business meeting.

IV. Approval of Minutes of the July 23, 2015 meeting

It was moved by Regent Sourk and second by Regent Parks to approve the Minutes of the July 23, 2015 meeting. Motion passed.

V. Officer Reports

A. Chair's Report

Chairperson Sneed said the Board attended an excellent work session dealing with enrollment. He personally thanked all individuals from the University who participated.

B. President's Report

President Farley reported on the following matters:

- A successful voter registration drive on campus.
- The soccer team had its first win last weekend, the football team beat Pitt State, and the volleyball team won three games. He offered congratulations to Director Ferrè.

- The School of Business Dean, Dr. David Sollars, and Vice President for Academic Affairs, Dr. Randy Pembrook, participated in a financial services meeting, chaired by Regent Boles. They were looking to see where strengths are located within the State and, if needed, help in legislation. We are beginning discussions with Kansas Insurance Commissioner Ken Selzer as an area of focus.
- Family day is tomorrow. Washburn's Sesquicentennial celebration is October 24.
- On the Washburn Tech campus two major relationships have been developed with Fiat/Chrysler and BNSF.
- A Mascot boot camp was held on campus. A number of people from around the region, including a 5 or 6 year old, participated. The event generated good publicity for Washburn.
- The Wake up with Washburn series, held several times a semester, is a presentation for both alumni and the public. Presenters at the most recent event were the founders of Advisors Excel. All are alumni of Washburn.
- Washburn hosted the most recent Chamber After Hours on campus. Many people from the Chamber and University interacted during the event.
- The opening event for the Leadership Challenge was held on campus.
- Today, the Washburn University Foundation announced the end of the annual Faculty-Staff Annual Giving Program, saying \$204,000 was donated by faculty and staff from both campuses.
- The Fink Professorship, named for Ruth Garvey Fink, provides resources to get faculty members to join for a short term. There are several this semester and next, coming in to enrich the education of our students and faculty. Dr. Michael Gleason does a great job in providing opportunities for students to learn from these visiting professors.
- The Kansas Academic Advising Network (KAAN) recently met and selected one of our advisors, Jeanie Cornelius, for The KAAN Supportive Academic Advisor award. Elaine Lewis' and Kaydee Emperley's presentation, "Overhauling Academic Probation: A Guide Back to Good Standing" was named Best of Kansas based upon the evaluation of their peers attending the KAAN 2015 Conference.
- Washburn received a \$300,000 grant for programs to reduce sexual assault, domestic violence, dating violence and stalking. Washburn is the only institution in the State to receive funds from the grant and we are hoping to develop a template for others to follow.

Regent Wolgast commented that he attended the financial summit. There were three presentations and he said the one by Dr. Pembrook and Dr. Sollars was great. He complimented them both and the University for their presentation.

C. Committee Reports

1. Budget/Finance Committee

Regent Hoferer, Chair of the Budget/Finance Committee, deferred to Vice President for Administration and Treasurer, Rick Anderson. Mr. Anderson noted a robust discussion of policy related to qualifications persons and/or companies should have to do business with Washburn. He said recommendations for policy changes will be brought to the board at a future meeting.

2. Audit Committee

Regent Boles said the Audit Committee met just prior to this meeting. They received a report and update on the status of the audit from auditors Rubin Brown. There was nothing out of the ordinary to report.

D. Treasurer's Report

Vice President for Administration and Treasurer, Rick Anderson, presented the Liquidated Claims Approval for both July and August 2015. It was moved to approve by Regent Boles and seconded by Regent Sourk. Motion passed.

VI. New Business

A. Consent Agenda

1. Faculty/Staff Personnel Actions

Vice President for Academic Affairs, Dr. Randy Pembroke, briefly commented on the two items:

A new fully grant-funded position Research Analyst/Assistant Director, KanTRAIN under recruitment, and Kathleen Menzie to Chair of Communication Studies/Chair of Mass Media/Associate Professor effective October 1, 2015.

It was moved by Regent Parks, and seconded by Regent Feuerborn, to approve the item. Motion passed.

B. Action Items

1. Renewal of Insurance Policies

Vice President for Administration and Treasurer, Rick Anderson, presented the item. He said the University's Insurance is renewed various times during the year. Washburn moved to Midwest Higher Education Compact (MHEC) for property insurance, which was approved earlier this past summer. The Kansas Board of Regents (KBoR) is working on getting legislation to allow KBoR institutions to join MHEC. Mr. Anderson said health insurance is moving to the calendar year for tax purposes and that will be before the board at the next Board meeting. He said all other insurances are up for approval now. Mr. Anderson reported that worker's comp has greatly

improved, the number of occurrences and severity are trending down. He said Dorothy Hedman, Marta Haut and Ron Rutherford have spearheaded the effort to reduce this liability. He also acknowledged Rich Connell, Director of Facilities Services, and his staff for their work. Mr. Anderson said the Athletics insurance increase is due in part to an increased number of athletes and in part due to an increase of claims, which is because more athletes do not have primary insurance so they are using this insurance more. He said we are looking at how other institutions are working to reduce these claims. Regent Boles applauded the work for reducing the claims rating on worker's compensation.

It was moved by Regent Wolgast, and seconded by Regent Boles, to approve the item. Motion passed.

2. Architect Selection for Indoor Practice and Campus Operations Facility

Vice President for Administration and Treasurer, Rick Anderson, went through the Request for Qualifications (RFQ) process. He said three firms were interviewed. The firm in the agenda item is the recommendation from the committee.

It was moved by Regent Hoferer, and seconded by Regent Beck, to approve the item. Motion passed.

3. Carpet Replacement at Mabee Library – C16012

Vice President for Administration and Treasurer, Rick Anderson, said this is an item from the FY 2016 capital budget approved last spring. He said the recommendation is for a base bid, and choosing to go with carpet on the stairs instead of rubber only due to budget constraints. He said the budget estimate was \$50K.

It was moved by Regent Sourk, and seconded by Regent McGivern, to approve the item. Motion passed.

4. Housing Management Software for Residential Living

Vice President for Administration and Treasurer, Rick Anderson, said the software is to assist with the management and roommate matching processes. He said most campuses that achieve a certain number of residents, which is where we will be with the new residence hall, utilize such software. He said money has been set aside in the technology budget for this expenditure.

It was moved by Regent Sourk, and seconded by Regent Boles, to approve the item. Motion passed.

5. Replacement of HVAC Controllers in the LLC – E16031

Vice President for Administration and Treasurer, Rick Anderson, said the Living Learning Center (LLC) is 14 years old. He said new systems will address current issues, allow for better monitoring, and improve energy efficiency.

It was moved by Regent Parks, and seconded by Regent Wolgast, to approve the item. Motion passed.

6. Contracted Services with Pinegar, Smith & Associates, Inc.

President Farley said the University has engaged the firm of Pinegar, Smith & Associates for several years. He said the firm represents the University in both Topeka and Washington and has done a great job.

It was moved by Regent Parks, and seconded by Regent Boles, to approve the item. Motion passed.

7. Music Sound Attenuation – Project #C16002

Vice President for Administration and Treasurer, Rick Anderson, said this project is the first of several phases. He stated money has been set aside for several years in a capital fund to address these issues. This project relates to the practice areas and classrooms.

It was moved by Regent Boles, and seconded by Regent Wolgast, to approve the item. Motion passed.

8. Marketing Services

Chairman Sneed noted that regents have in front of them the agenda item for marketing services.

President Farley reported that we solicited qualifications from a number of firms to provide a comprehensive set of marketing services. He said a marketing committee narrowed the group down to four firms and invited each of them to make presentations, which were open to the campus and board members. All are good, high quality firms, including one that has served us the past six years. Dr. Farley said the administration feels comfortable recommending the Frank Agency, which is located in Johnson County. They have experience in higher education and in working with digital media. The initial term of the contract is through FY 2018.

Chairperson Sneed had asked Regent Boles to sit in on all presentations and asked if he had any comments. Regent Boles applauded the search committee for the process, as it was in-depth and allowed everyone an opportunity to interact. He said he walked away thinking two of the four were well qualified and the recommended firm is one of those two.

The cost will be based on fees charged by the agency and services needed by the University, subject to budget constraints. All of the marketing budget does not go to the firm as other things are done outside of the agency. University staff will use experience of past projects to estimate use. If services provided by the agency prove to be exceptional, there may be a request to the Board for an increase in the marketing budget. The firm will do more than just advertising.

It was moved by Regent Boles, and seconded by Regent Wolgast, to approve the item. Motion passed.

C. Information Item(s)

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

It was moved to ratify by Regent Beck, and seconded by Regent Sourk. Motion passed.

2. KPI Dashboards

Bob Handley made the presentation, explaining the new system provides dynamic data views of information. Dashboards available to Regents related to KPIs from the Vision 2022, enrollment and retention. He said the system provides more information about our departments and students so it can be determined if we need to address any issues. Cindy Hornberger noted that this gets more information into the hands of the end users.

Chairperson Sneed invited Regent Feuerborn to provide some background information about himself for the rest of the Board members.

It was moved to adjourn by Regent Sourk, and seconded by Regent Boles. Motion passed. The meeting adjourned 4: 54 p.m.

Marc Fried
Secretary, Board of Regents