

# **Board of Regents Meeting**

**Memorial Union, Kansas Room**

**Thursday, 2/2/2017**

**4:00 - 5:30 PM CT**

## **I. Call to Order**

## **II. Roll Call**

Mr. Beck  
Mr. Boles  
Mr. Hoferer  
Mr. McGivern  
Mrs. Parks  
Mr. Sneed  
Mrs. Sourk  
Mrs. Van Etten  
Mr. Wolgast

## **III. Approval of Minutes of Past Meeting(s)**

### **A. Approval of the Minutes of the December 14, 2016 Meeting**

*December 14, 2016 Washburn University Board of Regents Minutes - Page 3*

## **IV. Officer Reports**

### **A. Chair's Report**

### **B. President's Report**

## **V. New Business**

### **A. Consent Agenda**

#### **1. Faculty/Staff Personnel Actions - JuliAnn Mazachek**

*Faculty Staff Personnel - Page 7*

#### **2. Emeriti Faculty - JuliAnn Mazachek**

*Emeriti Faculty - Page 8*

#### **3. Academic Sabbaticals 2017-2018 - JuliAnn Mazachek**

*Academic Sabbaticals - Page 17*

#### **4. Honorary Degree Candidates 2017 - JuliAnn Mazachek**

*020217.Honorary Degree 2017 - Page 19*

#### **5. Eminentes Universitatis - Jim Martin**

*Eminentes - Page 20*

#### **6. Liquidated Claims Approval - November 2016 - Jim Martin**

*Liquidated Claims - November 2016 - Page 25*

#### **7. Liquidated Claims Approval - December 2016 - Jim Martin**

*Liquidated Claims - December 2016 - Page 26*

### **B. Action Items**

#### **1. Forensic Science Program Equipment - Jim Martin**

*Forensic Science Equipment - Page 27*

**2. Concealed Weapons Policy - Mr. Chris Enos**

*Concealed Weapons Policy - Page 28*

*Concealed Weapons Proposed Board Policy - Page 29*

**C. Information Item(s)**

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

*Purchases \$25001-50000 - Page 31*

**2. Washburn Tech Town - Clark Coco**

**WASHBURN UNIVERSITY OF TOPEKA**  
**BOARD OF REGENTS**  
**MINUTES**  
**December 14, 2016**

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**I. Call to Order**

Chairperson McGivern called the meeting to order at 5:15 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. Hoferer, Mr. McGivern, Mrs. Parks, and Mr. Sneed. Mrs. Sourk, Mrs. Van Etten and Mr. Wolgast were not present

**III. Approval of Minutes of the November 10, 2016 meeting**

It was moved and seconded to approve the Minutes of the November 10, 2016 meeting. There were no changes so minutes are accepted as written.

**IV. Officer Reports**

**A. Chair's Report**

Chairperson McGivern encouraged Board members and others in the audience to attend commencement ceremonies this weekend for Washburn University and Washburn Tech as it is an important day for the students.

Regent McGivern said he attended the Mineral Water Bowl. It was good to see so many alumni present. Unfortunately we lost, but was a good experience for the team and the players.

**B. President's Report**

President Farley reported that Jack Van Dam was awarded a fellowship to attend the National Resource Center for First Year Experience in Georgia; one of a very few students from across the country awarded this fellowship. The First Year Experience program here at Washburn has helped us to improve our retention rates from freshman to sophomore year.

Dr. Farley said Gary Handy received the 2016 Career Services Member of the Year Award from the Kansas Association of Colleges and Employers (KACE). Gary has been involved in drafting their bylaws and working to make the organization a sustainable entity. Gary is our Assistant Director of Career Services.

He also said that Madison Silva, Austin Dodds, Dustin Plankey and Alexis Yelland are four of our students who won the Kansas Athletic Trainers Symposium quiz bowl, supported by John Burns, professor for athletic training. The team will get to travel to Omaha to compete in Regional competition in March. A team from Washburn also won last year's State quiz bowl.

Dr. Farley reported on happenings around campus --

in the College of Arts and Sciences:

-- Last Sunday, the Holiday Vespers concert was held. In the previous six years, KTWU has won three emmys for its production of the show. There was an overflow crowd at the concert. Dean Laura Stephenson was asked to pass along congratulations to the Music Department.

-- Sharon Sullivan, Professor in the Theatre Department and Chairperson of the Women's and Gender Studies program received the Paul Harris Award from Downtown Rotary for her work in advocating for women's rights in the community.

-- The debate team earned the "sweepstakes" champion at a recent tournament hosted by Colorado College.

-- The Communications Department held their Speak off competition for the fall 2016 semester. The program helps students develop their public speaking skills.

in the School of Applied Studies:

-- Pat Dahl, Assistant Professor in the Department of Criminal Justice, will be conducting an eight week reading and writing competency program for prisoners at Lansing Correctional Facility in the Spring 2017 semester.

-- Criminal Justice students Even Hermesch and Kristen Stinnett were featured in the Topeka Capital-Journal for their volunteer work as academic mentors at the Oakland Community Center as part of the Washburn University Literary Education Action Project.

in the School of Law:

The law school celebrated Pro Bono Week last week by selling ties, long orange ties.

and at Washburn Tech:

Washburn Tech has had a long running relationship with St. Francis Health and the St. Francis Health Foundation. The Foundation made a contribution of \$330,000 for the simulation lab. The lab is a cooperative program among Washburn Tech, the School of Nursing and the School of Applied Studies. St. Francis Foundation's contribution is the largest corporate donation this year. Their contribution will help make a difference for students and patients in Topeka and Shawnee County.

Washburn Tech continued its Recycled Rides program, providing another vehicle in December to a local citizen in need of transportation.

President Farley said the Ichabod Success Institute held last summer today was named by a national publication as one of eight programs recognized as a Model of Excellence. Their efforts have helped students transition into post-secondary studies and also helps with retention of those students past their first year.

**C. Committee Report(s)**

**1. Audit Committee**

Committee Chairman Beck reported. He said there was good discussion with the auditors who are giving a clean, unmodified report. It was moved by Regent Sneed and seconded by Regent Boles to accept the report. Motion passed.

**V. New Business**

**A. Consent Agenda**

It was moved by Regent Hoferer and seconded by Regent Parks to approve the Consent Agenda. Motion passed.

As approved by action of the Board:

**1. Faculty/Staff Personnel Actions**

New position, Manager, Mechanical and Operations Systems at an annual salary of \$31,000; and Leave of Absence for Spring 2017 for Jennifer Wagner, Associate Professor of Mathematics; and,

**2. Liquidated Claims Approval – October 2016**

Claims processed for October, 2016.

**B. Action Items**

**1. Resolution for Authorization of Kansas Municipal Investment Pool Transactions**

Interim Vice President for Administration and Treasurer Jim Martin presented the item. Washburn has just over \$400,000 invested. This seeks to update the signature cards like a checking account to control transfers. Signatories would be Jim Martin, Ray Hauke and Rhonda Thornburg. It was moved by Regent Parks and seconded by Regent Boles to approve authorization for the signatories. The motion was approved.

**2. General Education Development Admission Criteria**

Executive Director for Enrollment Management Richard Liedtke presented the item. He said this matter does not change the requirements for admission for persons who have taken the GED, but the American Council on Education has new standards and this just fits their standards into our existing admission criteria. This is for students who did not receive a high school diploma. It was moved by Regent Beck and seconded by Regent Sourk to approve the changes in the criteria. The motion was approved.

**C. Information Item(s)**

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

A suggestion was made that the airline purchases have no detail and request that more detail be provided for that accumulated amount.

There was a question about the nursing trip to Costa Rica. Will get information and send a note to the Board.

**2. STEM Education and Outreach – Dr. Cherry Steffen**

**3. Math Day Event – Dr. Jennifer Wagner**

**VI. Executive Session**

It was motion by Regent McGivern and seconded by Regent Sneed to recess to executive session and to return to open session 6:15 p.m. Motion approved. The Board recessed into executive session at 5:55 p.m.

The Board reconvened in open session at 6:15 p.m.

It was moved and seconded to adjourn. The meeting adjourned at 6:15 p.m.

/s/

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Marc Fried  
Secretary, Board of Regents

**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
Dina Bennett	Associate Director, Operations and Programs (Mulvane Art Museum)	Move from 0.5 to 1.0 FTE position, effective February 6, 2017	Increase of \$25,476. Position is funded through Washburn University Foundation funds – salary and benefits	Position provides leadership for day-to-day operations and educational program development for the museum	Request approval
Kathy Menzie	Professor POSN 000053	Phased Retirement for 1 year beginning August 2017	Salary savings of \$22,012.00 over FY'18	Will teach at 50% beginning Fall 2017, ending Spring 2018. Phased retirement will allow for training of the replacement Chairs in both Communications and Mass Media	Request approval
Kimberly Daugherty	POSN K00158 – Adult Education Instructor – Washburn Institute of Technology	Increase salary from \$30,000 to \$35,000	Funds available from DCF per MOU, and Advantage Center General Fund	Increase in salary due to additional duties and qualifications of hire	Request approval

RECOMMENDATION:

President Farley recommends approval of these personnel actions.

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Date

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Jerry B. Farley, President

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

SUBJECT: Emeriti Faculty

DESCRIPTION:

The emeritus title is intended to honor faculty members who have made a significant contribution to Washburn University through teaching, research or service. Individuals retiring after ten years of full-time service as members of the General Faculty immediately preceding their retirement are eligible for the designation. Faculty listed below have been nominated by their respective Deans, and have provided to the University outstanding teaching and/or service. The following are being recommended for Emeriti status.

Name	Dept./ Unit	Yrs of Service	Title Bestowed	Comments
Tom Averill	English	36	Professor Emeritus	Through exemplary teaching, publication, and service, Tom has made significant contributions to Washburn, its students, and faculty. Over the years, he has developed and taught a range of courses, not only various writing courses within the major, both beginning and advanced, but also the capstone publishing course, and several special topics courses many of which have been cross-listed, team-taught, inter-disciplinary, and/or honors courses. More than a skillful teacher, Tom has been a constant mentor to both students and faculty, freely sharing his expertise and practical wisdom when it comes to all things writing and all things Kansas. Tom has published a number of books of fiction, both novels and short story collections, along with many articles, poems, and public talks. While many of these publications appeared in national venues, others of them, emerged closer to home in places such as Kansas History. Tom has made time in many events/committee work to bring people together for the greater good, facilitating cross-departmental and interdisciplinary conversations via the Faculty Colloquium he ran every fall semester. Tom is always working to foster connections among ideas, students, faculty, and communities.



Frank Chorba	Mass Media	33	Professor Emeritus	<p>During his time here, Dr. Chorba established "The Journal of Radio Studies," which became the "Journal of Radio and Audio Media," and was chosen as the official journal for the National Broadcast Education Association. Dr. Chorba founded the Radio and Audio Media Division of the Popular Culture Association/ American Culture Association and has served as a chair for this division for 3 5 years, chairing numerous panels and presenting research. In 2011, he was awarded the David M. Solol Area Chair Award for his work. In 2010 Dr. Chorba was awarded the "Make a Difference Award," by his hometown, Follansbee, West Virginia, for his work on an extensive online timeline of the town. Through many years and many courses and advising sessions, Dr. Chorba has interacted with thousands of students, most of whom remember him fondly. Many still visit, some have even returned to be speakers in his courses. He has been a valuable member of the faculty and an essential member of the Mass Media Department.</p>
Iris Craver	Human Services	37	Professor Emeritus	<p>Dr. Iris Craver, Professor of Human Services, has been a member of the WU faculty since 1979. She played a key role over many years to merge separate certificate and technical credit programs into one academic department that has grown to offer three degrees (AA, BAS and MA) and four certificates. Dr. Craver has served in a variety of important leadership roles including Department chairperson and MA Coordinator. She was one of the earliest adopters of online education at WU, strongly advocated for the development of online programs and for support for distance-education students. She helped to start the Learning in the Community (LinC) program, which has grown Washburn-wide to provide community service opportunities for students and the Community Service Transformational Experience. She played numerous leadership roles in the area of addiction counselor education in the state, region and nation, and she received a Fulbright scholarship to study addiction-</p>

				related issues in Russia. She helped to draft the educational regulations for licensed addiction counselors for the State of Kansas and has been a tireless advocate for the professionalism of the addiction counseling field.
Barry Crawford	Religious Studies	38	Professor Emeritus	Professor Crawford has often assumed a teaching load well beyond that required or expected of faculty members. He has often team-taught courses with faculty from other disciplines, including Nursing, Chemistry, and, especially, Philosophy. He regularly offered special studies courses not only to Religious Studies majors but to others interested in learning Greek and Hebrew, always as an unpaid overload. He advised countless students, not just to help them through their undergraduate years, but to guide them in preparation for postgraduate work, especially those aiming toward admission to graduate school or seminary. Despite maintaining a consistently heavy teaching load, Professor Crawford has also been a productive scholar. In addition to many articles and scholarly presentations, in the last two years he has been completing a co-edited anthology entitled Redescribing the Gospel of Mark. He is also very well known in the Topeka community for his many church and community presentations in various areas of biblical studies.
Bill Gahnstrom	Mathematics & Statistics	18	Lecturer Emeritus	Bill began his career at Washburn as part-time and eventual three-quarter time instructor in January 1994, and became a full-time Lecturer in 2000. Bill has taught a wide variety of courses for us, including Basic, Intermediate and College Algebra, Trigonometry, Applied Calculus I and II, Mathematics for Decision Making, Discrete Math for Computing, and Operations Research. Bill's courses were viewed favorably by his students, while he maintained a high standard. Bill has served as course coordinator for Applied Calculus I, involving writing common final exam reviews each semester, along with common final exams for all sections of the course. Although

				not required, Bill served as adviser to at least half a dozen senior Capstone projects since our Capstone began in 2006. Some of these Capstone projects, most notably Brandy Mann in 2008 and Kristen Beall in 2013, turned into Kappa Mu Epsilon (KME) math honor society presentations at regional or national KME conventions. Both of those students won top three or top four awards for their work; Brandy's paper appeared in the Pentagon, KM E's official journal for undergraduate research in the mathematical sciences.
Nancy Gray	School of Law Library	20	Librarian Emeritus	Nancy Gray began her career at Washburn University School of Law on September 15, 1996 as the Circulation and Faculty Services Librarian. Nancy received her Bachelor of Arts degree from Kansas State Teachers College (now Emporia State University) in 1971, and her Masters in Library Science in 1972. During Nancy's time here at the Law School she was the first contact for students and other library patrons. She always made the student's needs and requests a priority.
Russ Jacobs	Philosophy	40	Professor Emeritus	Professor Jacobs has provided exceptional service to Washburn University and the philosophy profession for forty years. During his tenure, he was the recipient of the Herrick Faculty Award for Outstanding Service in 2008, which is an award that recognizes a faculty member's exceptional service to the University over a career. Jacobs was the recipient of the Morrison Foundation Award for Excellence in Teaching Philosophy on two separate occasions, a testament to his commitment to and excellence in teaching. He was the founding president of the faculty senate. Jacobs was also a faculty representative to the Board of Regents on two separate occasions. Jacobs has also been the Chair of the Philosophy Department for the past five years. Jacobs also served as past President and Program Chair for the Southwest Philosophical Society, a professional society well known for its high standards. Professor Jacobs has been a superb educator; in his classes, Jacobs focuses on

				<p>teaching the students the skill of rigorous argumentative analysis. Despite all of his college and university service and teaching responsibilities, he has published regularly in the Southwest Philosophy Review, a publication affiliated with the Southwest Philosophical Society, on moral philosophy broadly and abortion ethics in particular. He has also published in Science and Culture on evolutionary ethics.</p>
Diane McMillen	Human Services	26	Professor Emeritus	<p>Dr. Diane McMillen has been a member of the Washburn faculty since 1990. She has been an integral player in helping the Department grow from a technical credit program to an academic Department with three degrees (AA, BAS, MA) and four certificates. Dr. McMillen helped to professionalize the internship program, a program that has been critical to the growth and success of students majoring in Human Services. She played a pivotal role as the Department's liaison to the National Organization and the Midwest Regional Organization for Human Services, regularly taking students to conferences and working with them on national and regional presentations. Dr. McMillen has served as the faculty advisor for over two decades for the student coalition, working with the students on a variety of service projects in the community. She established the Pi Chapter of the National TUA Human Services Honor Society and has run annual inductions so that WU students have the opportunity to participate in this organization and strengthen their identities as Human Service professionals. She is widely known as an outstanding instructor. She has been actively involved in WU service in a wide variety of important positions and committees including Faculty Senate, Assessment, Research Grants, Sibberson, and many more. In addition, she is in demand as a keynote speaker for Human Service organizations around Kansas and the region in relation to her scholarship on prevention and mental health.</p>

Paul Prece	Theater	35	Professor Emeritus	<p>Dr. Prece began working at Washburn part time in the summer beginning in 1976. He was hired as a tenure track professor in 1982 and has been at WU for 35 years, 21 years as the chair of the Theatre dept. Dr. Prece has directed over 150 plays and musicals at Washburn and other Topeka theatres. Paul has been a popular performer in a number of local productions as well as freelanced as an actor and director in the Southeast and Midwest states. He shares his extensive knowledge and skills with anyone willing to listen. Pauls' diverse experiences makes him an amazing director and exceptional acting coach. Paul has also been the Director of the Bachelor of Integrated Studies program for the last three years, where he has helped countless students sort out complicated academic histories and contemporary interests in order to finish their degrees and graduate. Paul is committed to the learning opportunity inherent to theatre, inside and outside of the classroom. In addition to the usual semester courses, he escorted groups of students and community members to London through International programs, founded the Washburn Children's Theatre which toured Topeka schools and performed at the Sheffel Theatre Clinic, has served on innumerable University and College committees, has been a regional Respondent and Selector for The American College Theatre Festival, Region V and travels around the region critiquing higher education productions and working with casts and production teams. Dr. Prece always works to improve his own knowledge in order to better serve our students and community. Even though Paul had a terminal degree (MFA) when he began working at WU, he went on to get a Ph.D. (while teaching and directing full time).</p>
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Tom Schmiedeler	Geography	21	Professor Emeritus	Tom became an assistant professor of geography in the fall term of 1996. In addition to being the lone geographer at WU, Tom has served as the university's Director of the Center for Kansas Studies. In that capacity Tom has successfully transformed the center into a vibrant scholarly organization with a quarterly newsletter, an established academic minor for students interested in earning a credential that gives them bona fides as a knowledgeable son or daughter of Kansas, and an annual Kansas Day event that attracts media interest and an audience from all across the state to hear speakers ranging from naturalists to novelists and small town chroniclers to former governors. If ever there was such a thing as a Kansas Patriot, Dr. Schmiedeler would certainly fit the bill. Few, if any, know more about the settlement patterns, economic history and climatology of the Sunflower State. The benefits Tom's work and service have provided to Washburn University are all the more admirable because he has largely accomplished these things through sheer force of will. Tom has made geography a significant and relevant element of general education and the liberal arts curriculum, particularly for those students who hope to teach social sciences in middle and high schools across Kansas, is a testament to his effectiveness in the classroom and his dedication to the core values of his calling.
Curtis Waugh	School of Law	18	Professor Emeritus	Professor Curtis Waugh began his career at Washburn University School of Law in January of 1998 as an Adjunct Professor. On July of 2003 Professor Waugh joined the clinic faculty as an Assistant Professor of Law. Curt received his Bachelor of Arts in Political Science from Williams College in Williamstown, Massachusetts in 1970; Graduate Film Studies from University of Iowa in 1971; Bachelor of Science in English Education from University of Kansas in 1975; Juris Doctor from Washburn University School of Law in 1987. Professor Waugh was on the Washburn Law Journal in 1985 – 1987 and was the Associate Editor from 1986 – 1987.
Penelope Weiner	Theater	15	Associate Professor Emeritus	Penelope has consistently received excellent student recommendations for her classroom teaching which included Acting, Voice and Diction and Beginning Playwriting and Advanced

				<p>Playwriting.</p> <p>She has attended and presented in a number of national intensive programs for playwriting with the American College Theatre Festival, Washington , D.C. and for the Transformational Language Association Conference, Kansas City. She attended a summer institute in San Diego on Voice for the Actor with legendary Arthur Lessac prior to his death. She has directed a number of very successful productions and has worked to include both students and community members in productions such as Kindertransport, which was chosen as regional winner for the American College Theatre Festival, Region V and The Laramie Project and Wit. Along with mounting several original student plays and an adaptation of a WU graduate collection of poems Penny’s stage direction has encompassed many periods and styles from Classical to contemporary and student original work. Her own play, Last Seen, was given full production here in 2005. She has also escorted students to the ACTF Regional Festival on several occasions where she also served as a new play mentor/director.</p> <p>She has served continuously on the committee for Apeiron where she also was mentor to a number of Playwriting students who read original work. Along with her committee work (Library, CFC, General Education) and participation in faculty colloquia at the University she has been active with Theatre Lawrence and In Play (Kansas City) where she has directed productions, staged readings and performed.</p>
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David Winchester	Mabee Library	35	Librarian Emeritus	David began his career at Washburn University as the institution's Serials Librarian. In 1985, David played a founding role in the creation of the North American Serials Interest Group. Now simply known as NASIG, this association of librarian's works to ensure the management of information resources occurs in a professional manner with an emphasis on scholarly communications, serials and electronic resources. Through his work with NASIG he was equipped to bring Washburn Libraries into the digital age, implementing the Winchester/Druse/Melick vision the Libraries were transformed into a nonstop hub of activity and learning. His amazingly positive attitude, kindness, helpfulness and attentiveness to the needs of others made Washburn a special place for faculty, students and colleagues. David concludes his professional career deserving of the honor of Emeritus because for 35 years, he has served Washburn with distinction.
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RECOMMENDATION:

President Farley recommends approval of these personnel actions.

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Date

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Jerry B. Farley, President



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

**SUBJECT:       ACADEMIC SABBATICALS 2017-2018**

**DESCRIPTION:**

The Vice President for Academic Affairs and the Academic Sabbatical Committee solicit and review proposals from faculty for Academic Sabbaticals. The following individuals are recommended for Academic Sabbaticals in the 2017-2018 academic year:

<b><u>FACULTY</u></b>	<b><u>DEPARTMENT</u></b>	<b><u>TERM</u></b>
College of Arts and Sciences (CAS):		
Bob Beatty	CAS, Political Science	August 2017 – December 2017
Rachel Goossen	CAS, History	August 2017 – December 2017
Kim Morse	CAS, History	January 2018 – June 2018
Mary Sundal	CAS, Sociology & Anthropology	August 2017 – December 2017
Brian Thomas	CAS, Physics & Astronomy	August 2017 – December 2017
Kimberly Harrison	School of Applied Studies: Social Work	August 2017 –December 2017
Aida Alaka	School of Law	July 2017 – June 2018
David Pierce	School of Law	August 2017 – June 2018
David Rubenstein	School of Law	January 2018 – June 2018
Crystal Stevens	School of Nursing	January 2018 – June 2018

The maximum number of sabbaticals granted in a particular year shall be equal to 4% of the full-time eligible faculty, excluding the Law faculty.

These recommendations are based on the quality of the projects as reflected in their individual proposals. The proposed projects are of value to the applicants' discipline, and will enable them to produce or make substantial progress toward producing significant scholarly work or will substantially enhance their teaching effectiveness by increasing their body of knowledge or skills.

There were nine applications for academic sabbatical, and seven were recommended, along with the three applications from the School of Law. Washburn University typically awards six to nine sabbaticals annually.

**Sabbatical Eligibility/Frequency/Terms**

Only full-time faculty members who have been considered full-time teaching faculty at Washburn University for at least the six years preceding the date of application shall be considered eligible. A faculty member who receives a leave becomes eligible every seventh year of full-time teaching. A faculty member taking an Academic Sabbatical Leave shall have a leave for one semester at full pay or choose to have a leave for a full year at one-half pay of the salary budgeted for his/her position for the academic year of the sabbatical.

Grants normally will be made only if no full-time faculty replacement is required. To support the leave, course offerings may be reduced, delayed, or assigned to other members of the academic unit with their consent for one semester.

**RECOMMENDATION:**

President Jerry B. Farley recommends that the Washburn Board of Regents approve offering Academic Sabbaticals for the 2017-2018 academic year to the above individuals.

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(date)

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Jerry B. Farley, President

**Agenda Item No. V. A. 4.**  
**Washburn University Board of Regents**

SUBJECT: Honorary Degree Candidates

DESCRIPTION:

Faculty, students, Washburn University Foundation members, Washburn Board of Regents members, and Alumni Association members are invited to submit nominations for Honorary Degree recipients every September.

The Committee which consists of the President, Vice President for Academic Affairs, one faculty member from each School and the College, a representative from Washburn Institute of Technology, Alumni Association Director, Washburn University Foundation President, and one student member appointed by the President meet in October to review the nominations and send recommendations to the president for Honorary Degrees to be awarded the following May.

The Honorary Degree Committee recommends the following candidates receive Honorary Degrees at the 2017 Spring Commencement ceremonies:

Ben Coates	College of Arts & Sciences, Doctor of Public Service
B. Kent Garlinghouse	School of Business, Doctor of Humane Letters
Kerry E. McQueen	School of Law, Doctor of Law
Grace Sawyer Jones	School of Applied Studies, Doctor of Humane Letters

**FINANCIAL IMPLICATIONS:**

The Honorary Degree Program is part of the University's commencement budget.

**RECOMMENDATION:**

President Farley recommends that the Board of Regents approve the awarding of the four Honorary Degrees.

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Date

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Jerry B. Farley, President

**Agenda Item No. V. A. 5.**  
**Washburn University Board of Regents**

SUBJECT: Eminentes Universitatis

DESCRIPTION:

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. This year we have ten employees meeting these requirements.

**Mary Allen**

Mary has proven to be an exemplary student advisor, an invaluable faculty support person, and a pivotal administrative team member for the School of Nursing. Mary graduated as an RN from the Stormont Vail School of Nursing in 1970 and received her BSN from St. Mary’s of the Plains in 1988. She also taught nursing at Pratt County Junior College. She began her career at Washburn in 1988 as a part-time nursing advisor, bringing her own personal nursing experience and also her experience working with nursing students at the collegiate level. Mary later became a full-time nursing advisor, and since 2007, has served in her current position as Director of Student Academic Support Services. In addition to advising undergraduate and graduate nursing students she also advises hundreds of pre-nursing students. Mary plays an integral role in student admissions, progressions, retentions, and recruitment. She has served on several School of Nursing committees throughout the years and volunteered her services as representative on Staff Council. Her knowledge and expertise of the curriculum will be sorely missed upon her retirement. Mary has accumulated a very specialized knowledge of the School of Nursing, therefore becoming an expert source of information and keeper of important records and documentation. She has counseled and guided the education of literally thousands of nursing students thereby enhancing the reputation of both the University and the School of Nursing.

**Peter Bonnell**

Peter Bonnell started in the Facilities Services Department as Mechanical Systems Supervisor in 2006. During this time, Peter has provided a high level of expertise and dedicated leadership to the Facilities Services area in the utility distribution and mechanical systems operation. During Peter’s tenure several new buildings were brought on line and added to the portfolio that he was charged with for the operation and maintenance needs. Also during his tenure many new energy efficient initiatives were undertaken and completed. Peter’s contribution to the University will pay dividends for many years in the form of reduction in purchased utilities used on the Washburn Campus. Peter looks forward to spending time as a Winter Texan and with his family at his winter home in the Rio Grande Valley in South Texas.

**Alan Doolittle**

Alan began his service to Washburn University December 2, 1985 as manager of the Service Area. He led the department in providing mimeograph machines, collating by hand, printing press, telephone switchboard, and later digital printing and mailing. He was instrumental in negotiating with the US Postal Service to maintain a postal substation on campus. He worked to produce everything from letters inviting potential students to visit campus, student reports,

thesis, and even books, to the graduation party announcements as they moved on from Washburn. He enjoyed working with students and created intern opportunities within his operation. When the University partnered with Washburn Institute of Technology, Alan pursued the opportunity to create a learning laboratory there, providing hands-on experience. He proudly supported the noble work of the faculty and students by helping to disseminate information, both internally in the sharing and passing of knowledge, and beyond the campus where there is competition for attention. His work was not merely the printing of already prepared material. He assembled and trained a team who had vast knowledge at gathering information into formal arrangements which were intelligible, memorable, and having lasting impact. Alan did all of this with the economy of a farmer, producing the most bountiful yield with the minimum of resources.

### **Judy Liesmann**

Judy began her career in the University Registrar's Office in February 1999, assisting students at the front counter, performing schedule changes, printing transcripts and providing deferment forms. Four months later she was promoted to degree auditor. At that time student records were maintained in a home-grown student information system on the AS 400 and degree audits were performed manually. In addition to directly assisting faculty and students, Judy has been a leader. She completed BEST training and served as Vice President of the Staff Council. Judy spent the summer of 2003 building the CAPP (Curriculum and Program Planning) module for the upcoming Banner implementation. Washburn, unlike most institutions, built the CAPP system prior to the Banner system. This timeline brought challenges to the project as CAPP could not be properly tested until after the student data was converted and cross-walked from the AS 400 system. The CAPP system worked quite effectively at Washburn while many peer institutions were never able to implement the module successfully. Although a Banner consultant was on-site to assist with the first end-of-term processing, Judy and her colleagues in the degree audit area worked through the night to complete the graduation checks for the fall 2004 graduates. When Washburn decided to implement a more robust degree audit system Judy was called upon to lend her expertise to the Degree Works implementation, which is currently nearing completion. In her tenure at Washburn, Judy has persisted through three degree audit systems, three declaration of major systems, three office moves, and three University Registrars. During this time she has checked and posted degrees for thousands of Washburn graduates.

### **Marsha Madl**

Marsha began her service to Washburn as Secretary III in 2002. Since joining Institutional Research (IR), Marsha has served three directors and worked with countless fellow employees. Although her title does not suggest it, Marsha has served Washburn well as a business intelligence analyst, creating reports, reviewing work for accuracy and clarity, and serving internal and external constituents. She has helped transition Institutional Research from a basic "green-bar" reporting system, to Crystal, and to a newer distributed reporting system in Argos. She has helped guide newer employees in serving IR's updated mission, as reflected in its change of name to Strategic Analysis and Reporting (SAR), and she evolved along with the office. She also acted as an informal office historian and staff therapist. Anyone and everyone who has ever asked IR/SAR - and in later years Information Technology Services - for data or a report has somehow gone through Marsha, whether she completed the request, reviewed others' work before releasing it, or helped get the requests to the right developer. Marsha retired in January 2017 but will continue to keep busy as she joins her husband in the real estate business.

### **Becky Shaffer**

Becky has worked in the Art Department since 2009 where she has played a tremendous role in the department's success. Becky handles the often hectic demands of our department with grace and a cheerful demeanor. For Becky, this is not just a job, it is a role she has embraced with her heart, as exemplified by her commitment and service that always goes beyond the call of duty. She has developed and maintained relationships across the campus, the community and with vendors that facilitate and enhance the department needs. With skill and sensitivity she has assisted with advising, making students feel appreciated and resolving problems while still in the early stages. She has provided much guidance for our student organizations and coordinated many faculty searches. She maintains calm composure when faced with multiple tasks and fosters a climate of continuous improvement, to include preparing for her succession. After the loss of long-time department chair, Glenda Taylor, Becky kept more than regular office hours because the majority of faculty were traveling out of state. She became the face of the department. She held the department together with her knowledge about operations and her support to students, staff, and visitors during that very difficult time. As a School of Business alumna Becky has always been an avid supporter of Washburn University. When they were both students, Becky met her husband, Bill Shaffer, who worked at KTWU for many years. Prior to coming to the Art Department she previously worked at the Memorial Union Office, the Purchasing and the Safety Offices. When she retires in June, Becky will be just shy of 16 years of service to the University.

### **Karen Simpson**

Karen Simpson has been employed at Washburn since 1993, providing administrative assistance in the Kinesiology Department, Center for Learning and Student Success, and the English Department. She is also a proud alumna of Washburn University, graduating with a B.A. in English. Karen managed various budgets, entered complicated course schedules, organized scholarship and application materials, and assisted in resolving student and faculty issues in a timely manner. Karen's writing skills were an asset to the offices she served. Memos and letters were thoughtful and clearly written, and many included personal touches that made our alumni and donors feel appreciated and welcome. Karen always went beyond what was required for students, faculty, and the university. Whether she was locating a new desk or a more ergonomically comfortable keyboard, or assisting with student organization materials she went out of her way to try to find solutions and assist with duties outside of her job description. Karen engages new faculty in discussion to make sure they are included in events to integrate them within the department. She maintains a good relationship with tenured faculty, adjuncts, and instructors so the department remains collegial. Karen was appointed to the first Staff Council and to the inaugural B.E.S.T class. She has served on several search committees for International Programs and the Police Department, was staff advisor for a sorority, and she made several office ergonomics presentations to staff members. She received the Outstanding Service Award in 2001.

### **Delene VanSickel**

Delene was hired at Washburn in 1993 and has served as the Administrative Assistant for the Mulvane Art Museum since 2007. In her twenty-four years of service to Washburn University, she supported multiple departments. In the last nine years, she provided invaluable support for staff administratively and on the front-line at the Mulvane and is the one that everyone goes to

when they need help. That support included updating the Museums website and working with staff to provide accurate and current information on programs and exhibitions. She opened and closed the museum when it was short-handed and covered for other staff on the front-line when needed. Her support to the Friends of the Mulvane for memberships and planning and organization of the Mulvane Art Fair included coordinating communications between the Friends and the artists, patrons, sponsors, members, and attendees. She also coordinated the museum memberships, ensuring that renewals and new memberships were logged and sharing information with the Foundation to keep records updated and accurate. She ensured that mailings and marketing materials were finalized and processed for bulk mailing and updated mailing lists and other databases as needed. She also sorted and processed payables and receivables for the Friends, preparing invoices and pay request for their accountant to process weekly. Delene retired from the University on January 6, 2017.

### **Lyle Waring**

Mr. Lyle Waring began his work as a Facility and Systems Technician II at Washburn University in August of 1996. In that capacity, Lyle's chief responsibility has been to make sure that the sound, lighting, and all pertinent equipment required for successful events by the music department, university, community, and regional and national groups that utilize White Concert Hall for their events go off without a hitch. Due to the requirements of the job, and the nature of the performing arts, he has worked evenings and weekends, during scheduled university breaks and during equipment break-downs. On an almost daily basis, Lyle interfaces with, and serves as a liaison with public officials as well as with university administration. Without fail, he is professional, pleasant, and is always willing to help find solutions when schedules, equipment or stage issues need adjustments. He is generous with his time, talent and expertise and has willingly assisted our students with producing top-notch quality audition CDs and DVDs for graduate school submissions and musical competitions and contests. In addition to the needs of our students, Lyle's expertise is essential to the various community groups that call White Concert Hall, home. Those groups include the Topeka Symphony Orchestra, the Topeka Community Concert Association, and the Sunflower Music Festival. It should be noted that Lyle was a huge asset in 2009 when the band KANSAS, in conjunction with Sony Recording, presented a sold-out concert in White Concert Hall, resulting in the band's award winning DVD "There's Know Place Like Home." His contributions to the Department of Music and Washburn University cannot be measured.

### **Alan Whitford**

Sergeant Whitford began his 29 year career at Washburn in 1988 being hired as a security officer. He was promoted to police officer in 1997 as one of the five original state certified officers in the newly created Washburn University Police Department. He previously worked as a police officer for USD 501. Alan is a graduate of the 1984 Topeka Police Academy and received his state law enforcement certification from the Kansas Law Enforcement Training Center in 1997. In 2002 he was one of the first three people in the department to be promoted to the rank of sergeant. During his career at Washburn Sergeant Whitford has established a reputation of reliability as evidenced by his five perfect attendance awards. He has been responsible for vehicle maintenance, department inventory, officer scheduling, and special event planning. A common refrain often heard in the department has been, "You'll have to ask Alan for that." Alan has received numerous commendations for his actions in the field and he has dedicated his career to protecting the Washburn community and the citizens of Shawnee County.

FINANCIAL IMPLICATIONS: None

RECOMMENDATION:

President Farley recommends the Board of Regents bestow the status of “Eminentes Universitatis” to Mary Allen, Peter Bonnell, Alan Doolittle, Judy Liesmann, Marsha Madl, Becky Shaffer, Karen Simpson, Delene VanSickel, Lyle Waring, and Alan Whitford.

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Date

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Jerry B. Farley, President



**Agenda Item No. V. A. 6.  
Washburn University Board of Regents**

**SUBJECT:** Liquidated Claims Approval – November 2016

**DESCRIPTION:** Attached is the list of claims processed for the month of November, 2016 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 February 2, 2017 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.

\_\_\_\_\_  
Jim Martin, Interim Vice President for Administration & Treasurer

<b>WASHBURN UNIVERSITY</b>		
<b>Fund #</b>	<b>Fund Name</b>	<b>Total Claims</b>
1.	General Fund	
2.	Debt Retirement & Construction Fund	
3.	Building and Construction Fund	
4.	Endowment Fund	
5.	Student Loan Fund	
7.	Tort Claim Fund	
8.	Restricted and Agency Fund	
9.	Plant Fund	
10.	Smoothing Fund	
12.	Capital Improvement	
13.	Government and Research Fund	
		Sub-Total _____
		Payroll _____
		Payroll Withholding ACH Transactions _____
		*Wire Transfers (Investments) _____
		<b>Total</b> _____

<b>WASHBURN INSTITUTE OF TECHNOLOGY</b>		
1.	General Fund	
3.	Building and Construction Fund	
5.	Student Loan Fund	
8.	Restricted and Agency Fund	
13.	Government and Research Fund	
		Sub-Total _____
		Payroll _____
		Payroll Withholding ACH Transactions _____
		<b>Total</b> _____

\_\_\_\_\_  
Date

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Jerry B. Farley, President

**Agenda Item No. V. A. 7.**  
**Washburn University Board of Regents**

**SUBJECT:** Liquidated Claims Approval – December 2016

**DESCRIPTION:** Attached is the list of claims processed for the month of December, 2016 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 February 2, 2017 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.

\_\_\_\_\_  
 Jim Martin, Interim Vice President for Administration & Treasurer

<b>WASHBURN UNIVERSITY</b>		
<b>Fund #</b>	<b>Fund Name</b>	<b>Total Claims</b>
1.	General Fund	
2.	Debt Retirement & Construction Fund	
3.	Building and Construction Fund	
4.	Endowment Fund	
5.	Student Loan Fund	
7.	Tort Claim Fund	
8.	Restricted and Agency Fund	
9.	Plant Fund	
10.	Smoothing Fund	
12.	Capital Improvement	
13.	Government and Research Fund	
		Sub-Total _____
		Payroll _____
		Payroll Withholding ACH Transactions _____
		*Wire Transfers (Investments) _____
		<b>Total</b> _____

<b>WASHBURN INSTITUTE OF TECHNOLOGY</b>		
1.	General Fund	
3.	Building and Construction Fund	
5.	Student Loan Fund	
8.	Restricted and Agency Fund	
13.	Government and Research Fund	
		Sub-Total _____
		Payroll _____
		Payroll Withholding ACH Transactions _____
		<b>Total</b> _____

\_\_\_\_\_  
 Date \_\_\_\_\_ Jerry B. Farley, President

**Agenda Item No. V. B. 1.**  
**Washburn University Board of Regents**

SUBJECT: Forensic Science Program Equipment

DESCRIPTION:

Washburn University, through collaboration with the Kansas Bureau of Investigation (KBI), will offer students hands-on experiences using quality equipment, processes and tools. The Biology Department has established a teaching laboratory within the Forensic Science Building, offering advanced laboratory courses starting in spring 2017 that will support new and existing forensic academic programs. These courses require the use of updated, quality equipment that is identical to that being used by the KBI and crime labs throughout the country.

The requested equipment consists of the following: NanoDrop package with mini centrifuge and incubator; precision baths; precision and portable balances; TurboBlotter and vortex mixer; Veriti thermal cycler; an inverted microscope with camera; electroporation system; and tomy autoclave.

This new equipment will be housed in the KBI building within the Biology lab (room 212). The Biology Department is ready to offer advanced laboratory courses and these equipment purchases are necessary so the department may offer up to date opportunities to train on equipment used within the Forensic discipline.

FINANCIAL IMPLICATIONS:

Funding for this equipment is within the general budget outlined for the forensic lab equipment.

RECOMMENDATION:

President Farley recommends approval to award a contract to Fisher Scientific, a part of ThermoFisher Scientific, in the amount of \$77,313 for purchase of the equipment.

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Date

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Jerry B. Farley, President

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

SUBJECT: Concealed Weapons Policy (attached)

DESCRIPTION:

The current section Y.4 of the Board Policy restricts the possession of all weapons on Washburn property and by Washburn employees. Kansas law now allows employees and all persons to carry concealed weapons on public property and in State and Municipal buildings. Currently, Washburn University, due to an exemption in the law, can and does restrict carrying concealed weapons inside University Buildings. However, this exemption is due to expire beginning July 1, 2017.

The proposed changes in the policy are designed to bring our policy in compliance with current Kansas law. One section of the policy will not be effective until July 1, 2017, when the exemption expires, but by approving the language now, it will allow Washburn to begin training its students and employees now for the changes that will occur when the exemption expires.

FINANCIAL IMPLICATIONS:

The changes in the policy do not add any expenditures for the University.

RECOMMENDATION:

President Farley recommends adoption of the attached revisions to Section Y.4 of the Board Policy.

\_\_\_\_\_

Date

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Jerry B. Farley, President

Y. ~~

#### 4. Firearms.

~~4.1 On University Property. The possession or use of firearms or other weapons of any kind on University owned or controlled property by anyone except University officers shall be prohibited except as otherwise permitted by law.~~

~~4.2 On University Business. The possession or use of firearms or other weapons of any kind by Employees, except University officers, engaged in the performance of their duties, shall be prohibited.~~

#### 4.1 Purpose

**4.1.1 Policy.** This statement sets forth the policies applicable to open carrying of weapons or carrying concealed weapons on Campus. When a person is not on property owned or leased by Washburn University, carrying of open or concealed weapons will be controlled by applicable local, state and federal laws.

**4.1.2 Establishment of Regulations.** The Administration shall establish regulations and procedures governing the carrying and storing of concealed weapons on Campus or in Campus Buildings.

**4.2 Open Carry of Weapons.** Open carry of any firearms by any means is prohibited on Campus. Each entrance to each Building on Campus shall be conspicuously posted that openly carrying a firearm into that Building is prohibited. These postings shall be in accordance with Kansas law, more specifically, K.S.A. 75-7c24.

#### 4.3 Definitions. For the purposes of this policy,

**4.3.1 “Building”** shall have the same meaning as the term “municipal building” is defined in K.S.A. 75-7c20.

**4.3.3 “Campus”** shall mean any property owned or leased by Washburn University and Washburn Institute of Technology.

**4.3.4 “Concealed Carry”** means the weapon is concealed on or about their person at all times.

**4.3.4.1** If the concealed weapon becomes exposed because the weapon holder is either 1) using the weapon in lawful self-defense or defense of others as defined by Kansas Statutes; or 2) is transferring the weapon directly to an appropriate storage location, such exposure of the weapon shall not be considered a violation of this policy.

**4.3.5 “Firearm”** means any weapon designed or having the capacity to propel a projectile by force of an explosion or combustion. K.S.A. 21-5111(m).

**4.3.6 “Handgun”** means:

**4.3.6.1** A pistol or revolver which is designed to be fired by the use of a single hand and which is designed to fire or capable of firing fixed cartridge ammunition; or

**4.3.6.2** Any other weapon which will or is designed to expel a projectile by the action of an explosive and which is designed to be fired by the use of a single hand. K.S.A. 75-7c02(b) and 75-7b01(i).

**4.3.7** “*Policy*” means this Weapons Policy.

**4.4 Washburn University Police.** Washburn University police officers shall be allowed to possess Firearms or other weapons at all times when engaged in the performance of their duties or as otherwise allowed by law.

**4.5 Concealed Carry of Weapons.** In accordance with The Personal and Family Protection Act, K.S.A. 75-7c01 *et seq.*, concealed carry of Handguns shall be permitted on Campus but not in any Campus Building.

**4.5.1 Campus Buildings after July 1, 2017.** Beginning July 1, 2017, the general rule will be that concealed handguns may be carried into any Building on Campus. The Administration may restrict carrying of concealed weapons into Campus Buildings in accordance with Kansas law, more specifically K.S.A. 75-7c20.

**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.

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Date

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Jerry B. Farley, President

**Report of Purchases between \$25,000 and \$50,000**  
**December 1, 2016 through January 10, 2017**

<b><u>Description</u></b>	<b><u>Vendor</u></b>	<b><u>Amount</u></b>
<i>Washburn University</i>		
Materials Testing Service Facilities Services	Terracon Topeka, KS	\$25,860
<i>Funding Source:</i>		
• Mulvane Art Museum Renovation		
Enterprise 911 Service Information Technology Services	West Safety Services, Inc Longmont, CO	\$26,000
<i>Funding Source:</i>		
• Capital Improvement		