

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
April 13, 2017

I. Call to Order

Chairperson McGivern called the meeting to order at 4:03 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

II. Roll Call

Present were: Mr. Beck, Mr. Hoferer, Mr. McGivern, Mrs. Parks, Mr. Sneed, Mrs. Sourk and Mrs. Van Etten. Regents Boles and Wolgast advised before the meeting they would be unable to attend.

III. Approval of Minutes of the February 2, 2017 meeting

It was moved by Regent Sneed and seconded by Regent Sourk to approve the Minutes of the February 2, 2017 meeting. Motion passed.

IV. Officer Reports

A. Chair's Report

Chairman McGivern said Regents just returned from the Association of Governing Boards (AGB) Annual Conference on Trusteeship, and the information gathered made attending the conference well worth it.

He said, along with Vice-Chair Hoferer, they met with Malcolm Mikkelsen, Nikki Rodriguez and Trevor Ingram of the Washburn Student Government Association a few weeks ago. He indicated they are extremely passionate, and represent themselves and the University well. As an alum, donor and booster of Washburn, he said he is very proud to see these are the kind of persons we are producing.

Chairman McGivern asked head coach Kevin O'Leary of the Washburn Debate Team to introduce the team members present. Also present was assistant coach Steve Doubledee. Chairman McGivern, on behalf of the board, congratulated them on their success, noting in particular that in the finals for the national championship, both teams were from Washburn. Coach O'Leary thanked the Board and said they are proud to represent the University. He said it means a lot for the team to be recognized by the Board and thanked the Board and the University for their support.

B. President's Report

President Farley also congratulated the debate team on their fine season, informing those in attendance that the debate season runs longer than most athletic teams as they start at the beginning of the school year and competitions run through the fall and into April. He noted that all institutions compete at the same level in debate; there is no Division I, Division II, etc.

Dr. Farley recognized Dr. Alan Bearman, Dean of Mabee Library, for his award as Outstanding First Year Student Advocate at the First Year Experience Conference. Dr. Farley then asked Dr. Bearman to introduce the members present of the Ichabod Success Institute program which was named as a "Model of Excellence" by University Business magazine.

Dr. Farley then introduced Angie Price, coach of the Dancing Blues, who introduced the team members present. The team was recognized for their recent first place finish in the open category, and runner up in the hip-hop category, at the American Dance/Drill Team National Championships.

Dr. Farley next introduced and welcomed Brett Ballard as the new Men's Basketball Coach.

Jake Bielenberg was then introduced. Bielenberg was named a Midwest finalist among the nation's top 25 Law School Students of the Year by National Jurist magazine. Dr. Farley said this young man's accomplishment was a great story, noting that Bielenberg had overcome some very difficult obstacles in his life to get to this honor.

President Farley said he just returned from Washington, D.C., where 26 individuals were sworn in to practice before the U.S. Supreme Court as part of the Washburn Law swearing-in day.

In the College of Arts and Sciences, two undergraduate students, Christopher Denton and Paul Heffren tied for first place in the poster competition at the 149th Kansas Academy of Sciences Annual Meeting held last week at Fort Hays State University. The 150th meeting will be hosted here on the Washburn campus in April, 2018.

In the mathematics and statistics department, Katelynn Robinson, an Actuarial Science major, presented a paper at the National convention of Kappa Mu Epsilon and won a top paper award for her work.

President Farley said tomorrow morning in the 2nd floor Security Benefit Foyer in Morgan Hall, there will be a press conference announcing Washburn's collaboration with three businesses, AT&T, Bartlett and West and Westar Energy, for a new STEM education initiative. The project will be multi-faceted, with a STEM conference hosted at Washburn in the fall and a state of the art STEM classroom will be created on Washburn's campus to help train educators how to better bring STEM education to the K-12 classroom, to help develop future workers in the STEM fields.

In athletics, the men's tennis team had a big win last week over Division I Wichita State in Wichita.

Dr. Farley said at Washburn Institute of Technology, the Recycled Rides program will be giving away their 19th and 20th vehicles to persons in need at 10:00 a.m. on May 2 in Building K on the Washburn Tech campus. It is a wonderful program and the Board and members of the audience are invited to attend.

Lastly, Dr. Farley said the Regents have been provided a resolution passed by the Faculty Senate regarding concealed weapons on campus.

C. Committee Reports

1. Budget/Finance Committee

The Budget/Finance Committee report is delayed to Action Items for capital projects.

D. Treasurer's Report

- 1. Liquidated Claims Approval – January 2017**
- 2. Liquidated Claims Approval – February 2017**

Motion to approve the liquidated damages claims by Regent Hoferer and seconded by Regent Sourk. Motion passed.

V. Old Business

A. Concealed Weapons Policy

Motion to approve the revisions to the Board policy presented at the February meeting by Regent Sneed and seconded by Regent Hoferer. Motion passed.

VI. New Business

A. Consent Agenda

Motion to approve the consent agenda by Regent Van Etten and seconded by Regent Hoferer. Motion passed.

1. Emeriti

Bestow the status of Instructor Emeritus to Dr. Sam Newland.

2. Posthumous Degree – Arellano

Award Brian Arellano the Bachelor of Science in Criminal Justice degree posthumously.

3. Faculty/Staff Personnel Actions

Change title for Jan Crawford to Financial Account and increase salary to \$50,000 effective February 1, 2017; grant phased retirement for two years to Catherine Hunt beginning August 2017; appoint Jim Martin as Vice President for Administration and Treasurer effective May 1, 2017 at an annual salary of \$201,000; appoint JuliAnn Mazachek as Vice President for Academic Affairs effective May 1, 2017 at an annual salary of \$208,000; and, change title of vacant position Associate Director Finance and Administration to Assistant Dean of Administration at an annual salary of \$85,000 effective April 14, 2017.

4. Eminentes Universitatis

Bestow the status of Eminentes Universitatis to Bob Chipman and Henry Williams.

B. Actions Items

1. Election of Officers and Special Officers

Motion to appoint Jim Martin, as newly appointed Vice President for Administration and Treasurer as Treasurer by Regent Parks and seconded by Regent Sneed. Motion passed.

2. Capital Projects and Equipment from the Debt Retirement and Construction Fund

Regent Sourk presented on behalf of the Budget/Finance Committee Chair Regent Boles. Regent Sourk noted that the committee met and considered information presented by staff on the capital projects. Many board members in addition to the committee members were in attendance. The committee recommends approval of the items Motion to approve the Capital Projects by Regent Hoferer and seconded by Regent Sneed. Motion passed.

3. Resolution for Authorization of Kansas Municipal Investment Pool Transactions

Vice President for Administration and Treasurer Jim Martin presented the item. Washburn uses this pool for approximately \$14 million of investments. We have a new Associate Vice President for Finance, Bob Crutsinger and we need to add him to the signature card on the account. Motion to approve the authorization by Regent Sourk and seconded by Regent Parks. Motion passed.

4. Tenure and Promotion Recommendations

Vice President for Academic Affairs JuliAnn Mazachek presented the item. This is the most important decision of the year for the academic side of Washburn. Thirteen persons are recommended for tenure and fourteen for promotion. The recommendations comes after a very stringent process

beginning with department review, and then review by the school and then a campus-wide committee reviews the recommendations. Those recommendations are then reviewed by the Vice President for Academic Affairs who then makes recommendations to President Farley, who then makes the recommendations to you in this item. Motion to approve by Regent Hoferer and seconded by Regent Van Etten. Motion passed.

5. Relocate the Bridge Program to the Washburn University Campus – Ichabod Ignite Program

Vice President for Academic Affairs JuliAnn Mazachek presented the item. The Bridge Program is for students who are not completely ready to start college but working to get themselves better prepared. Currently, the program is designed to start the students at Washburn Institute of Technology (WIT), but we are having difficulty convincing students to start their education program at WIT. Currently, there are 47 students who we believe would benefit from the program, and we anticipate getting more students to attend if the program could be moved to Washburn.

In response to a question about staffing, Dr. Mazachek stated that WIT didn't add any staff when this program began, which is recognized as an issue in growing the program. By adding the two persons in the proposal, this will help with having sufficient resources as the program grows to our expectations. Dr. Mazachek recognized Dr. Alan Bearman and Dean Clark Coco for their work on this project.

In response to a question about if the program has been successful, Dr. Mazachek responded that there is not enough data yet. Because this program is dealing with students who historically have the most difficulty in completing their education to graduation, the expected result would be 20% to graduation. As part of this change, the Bridge students will be included in the student success program, which will also include WU101 and a career planning course, resources which are not avail at WIT, which is another reason to move the program to Washburn.

In response to a question if Washburn will be tracking this information moving forward, Dr. Mazachek responded yes and we will be able to provide reports in the future. In response to a question if our program is about the same as a program at the University of Kansas (KU), Dr. Bearman stated our program will require six hours of English because Washburn recognizes literacy is an issue in many areas so that is different than KU's.

In response to a question about what are we making in credit hours versus dollars expended, Dr. Mazachek explained that because the program was not listed as a separate budget item up to now, there has not been a process to track expenses. With this proposal, such expenses will be tracked in the future. Dr. Mazachek further noted that up to now, no dollars were spent at Washburn on this program. Dean Coco added that expenses were just absorbed into the existing budget but as the program started to grow, the expenses became more

difficult to address. Dean Coco stated the real question is if they don't come to WU or WIT, where will they go? Hope has a face and it is Washburn.

In response to a question on how will we measure success, Dr. Mazachek noted that the ultimate goal is four to six years for graduation, so reports on graduation will be several years down the road, but we can give reports at second semester on retention and GPA. Dr. Farley noted that retention rates could be bad. This program helps the students' lives and helps us achieve our mission of being an open access institution. At some point down the road, Washburn will have to decide if it is working or if it is too much of a drain on faculty and staff being able to meet the increased needs of the students. Dr. Mazachek added that the way to measure success of these students will be different than for our other students. Motion to approve by Regent Hoferer and seconded by Regent Parks. Motion passed.

6. Commercial Truck Driving Program

Vice President for Academic Affairs JuliAnn Mazachek presented the item. This item is a request for WIT to offer a program that involves 240 hours of instruction and upon completion of the program and with some additional driving, can obtain a certificate. Instructors would need to be hired. Dr. Farley then noted that this program will eventually be based at the East Topeka Learning Center being developed by Go Topeka and JEDO for education. Regent Hoferer noted that if the number of ads in Topeka for drivers reflect the need, this should be a full program. Dean Coco acknowledged Clayton Tatro's involvement in creating this program. Motion to approve by Regent Parks and seconded by Regent Van Etten. Motion passed.

7. Academic Performance Solutions Decision Platform

Vice President for Academic Affairs JuliAnn Mazachek reported on this item. She attended a conference in January and became aware of this program that was looking to establish the next group of institutions to utilize this service to develop information to help make decisions relating to academic operations. We have been working to do this on our own and think we are years away from being where we ought to be. In addition to \$70,000 a year, which is a significant reduction in cost from where we started, the total cost includes a onetime set-up fee, travel for their employees to do training and a 3% escalator for each additional year. We do have a one year opt out, which is not normal for them, in a three year contract. Motion to approve by Terry Beck and seconded by Regent Hoferer. Motion passed.

8. Redesign/Update of University Website

Executive Director of Enrollment Management Richard Liedtke reported, saying five years ago the Board approved an update to the website. We now need to refresh the website because technology is changing. The website is the number one way to communicate with prospective students and their parents, with many times prospective students and their parents visiting our website

before we even know they are interested in Washburn. This is a good time for this work with our new contract with the Frank Agency in moving forward to increase our footprint. Motion to approve by Regent Sneed and seconded by Regent Parks. Motion passed.

9. Washburn USW Local 307L-4 Memorandum of Agreement

Vice President for Administration and Treasurer Jim Martin presented the item. He said in February, we conducted negotiations with the bargaining unit on the wage opener in our agreement. We wanted some flexibility to address issues where we needed to put more resources to hire/retain certain positions. This is a two year plan and is about \$30,000 above budget but guarantees no increase next year. If approved, the wage changes will be retroactive to January 29. There are some other items changing relating to clarification and creating a new job classification. Motion to approve by Regent Hoferer and seconded by Regent Sneed. Motion passed.

10. Prepaid Expense Card for the Washburn University Athletic Department

Vice President for Administration and Treasurer Jim Martin presented, saying when coaches go on team or recruiting trips, they hand players cash and expect receipts back to submit for reconciliation. The proposed cards will be used by coaches and players. The amount per card can be regulated and will allow us to track expenses better. The agreement is a one year contract with the option to renew, so if there are problems we can cancel.

In response to a question about why this was not with a Topeka bank, Loren Ferre, Athletic Director, advised the board that when this agreement was worked out, Chris Leach advised that local banks did not have this service. Mr. Martin added that some of the local banks may have this service in place by the time the year is over. Motion to approve the agreement by Regent Parks, with the proviso offered by Regent Sneed that the agreement be approved for only one year and any extension would need to come back to the Board for approval, and seconded by Regent Boles. Motion passed.

11. Expenditures over \$50,000

Chairman McGivern suggested that because all of the times were listed and discussed at the Budget and Finance Committee meeting that all items be presented first and one motion to approve all items would be offered at the end. A consensus of the Board agreed to that process.

a. Parking Lot Repairs and Reconstruction Lot R

Vice President for Administration and Treasurer Jim Martin said this work will be on the worst parts of the lot behind Henderson. The work will probably be about 50% of the lot. He expects about three or four more years before all of the parking lots will have been repaired under the original plan.

b. Computer System Purchases

Vice President for Administration and Treasurer Jim Martin said this is a request pursuant to the annual computer refresh calendar for both WU and WIT. We use a six to eight year refresh cycle. This contract involves using a state contract. In response to a question about tracking software on the laptops, Jim Talglerei, Chief Information Officer, said it is used to track a computer if it is missing. He has used this software at previous places of employment and always have gotten the computer back.

c. Barracuda Backup Server

Vice President for Administration and Treasurer Jim Martin reported this is a purchase through state contract and the purchase actually occurred in February due to time limits in being able to take advantage of the contract. This would be for ratification of that purchase.

d. Facilities Services HVAC Improvement Project

Vice President for Administration and Treasurer Jim Martin said this is for the facilities building just east of Moore Bowl. Folks working there have put others' buildings before their own, but heating/cooling in that building is abysmal.

e. Resurface Tennis Court and Net Post Replacement Project

Vice President for Administration and Treasurer Jim Martin reported this project needed to be done a year ago. Posts holding up nets are no longer NCAA compliant.

f. Football and Baseball Locker Rooms Renovation Project – C13009, C17015, C14052

Vice President for Administration and Treasurer Jim Martin said this is the final step of five year locker room updating project. This will address the Home football locker room in Whiting and home baseball locker room in Petro.

g. Kuehne Hall Stairway Restoration Project

Vice President for Administration and Treasurer Jim Martin said Kuehne is one of the smaller, older dorms on west side of campus, approximately 38 years old. The hall is off line right now but we would like to bring it back in the fall. Staircases are pitted and rusting. Overall poor condition. This project will replace concrete on stairs and decking. He said we recommend using a Kansas City, MO, company because the project involves very specialized skills in integrating concrete and metal in these types of projects.

h. Law School Library Roof Replacement Project

Vice President for Administration and Treasurer Jim Martin said the roof on the School of Law Library is a 30 year old roof. This is the number one roof needing replacement on campus.

i. Washburn Village Refresh Program – Phase I

Vice President for Administration and Treasurer Jim Martin reported we have spent very little on systematic refreshing of this facility. This project will take one of the four buildings this summer and redo flooring, countertops, sinks and paint. The plan is to do this over four years. This building is the one most in need.

j. Mabee Library Restroom Upgrade – Phase 2

Vice President for Administration and Treasurer Jim Martin said the restroom in Mabee Library is badly in need of being upgraded, it has some fixtures that are very old.

k. Design Consultant for Electrical Distribution System Master Plan – Project #C17019

Vice President for Administration and Treasurer Jim Martin said the backbone of the campus electrical is underground. He said he gets nervous about hearing of brittleness, particularly of high voltage power lines. Other institutions with similar aged infrastructure are making replacements. This item would approve hiring a consultant to evaluate and develop the master plan.

l. LLC Vent Piping Replacement Project

Vice President for Administration and Treasurer Jim Martin reported this has been a problem off and on for years. Apparently the problem is the sewage piping and venting of the system is cracking and when the system backups on occasion, this sends an unpleasant odor through cracks. This project is to start replacing the vertical pipes where the problems exist. Then we will have to repair rooms where the replacements occur.

Motion to approve for all items by Regent Hoferer and seconded by Regent Sneed. Motion passed.

12. Audience Generation and Adult Learning Recruitment for RN-BSN

Vice President for Academic Affairs JuliAnn Mazachek presented the item. She said this is a three year contract to EAB/Royal for marketing services for program. This is a unique program to identify the affinity of a particular group and then direct the message, particular for adult learners, which is the target group. We believe this group is the best in its class in marketing for this type of

program. Royal did this same program for the University of Missouri. This will replace what we have been doing with the Frank Agency and will be cheaper.

A question was asked about what are we getting from the Frank Agency and should the Board be getting a report to justify why this is being spent with someone else. Regent Sneed requested a report from the Frank Agency. The Board is also interested in comparison with what we spent and what we are getting compared with previous. Executive Director of Enrollment Management Richard Liedtke says the budget hasn't changed with the Frank Agency. Motion to approve by Regent Sneed and seconded by Regent Beck. Motion passed.

C. Information Item(s)

1. Washburn University Student Government Association

Malcolm Mikkelsen, past president, and Trevor Ingram, director of research and legislation, with the Washburn Student Government Association (WSGA), presented on work done by the WSGA in the past year. They worked on open source textbooks to help reduce costs. The incoming president had this as part of their platform, so they will be moving forward next year. They also conducted a survey of areas on campus where they are recommending changes or improvements for access for students with disabilities.

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

It was moved and seconded to adjourn. The meeting of the Board of Regents adjourned at 5:46 p.m.

/s/

Marc Fried
Secretary, Board of Regents