

**WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
June 21, 2018**

I. Call to Order

Chairperson McGivern 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, Ms. De La Isla, Mr. Hoferer, Mr. McGivern, Mrs. Parks, Mr. Sneed, Mrs. Sourk and Mrs. Van Etten. Absent: Regent Boles

III. FY 2019 Public Budget – Publish Notice of Hearing

It was moved by Regent Hoferer and seconded by Regent Parks to publish the notice for the July public budget. Motion passed.

IV. Approval of Minutes of the April 12, 2018 meeting

It was moved by Regent Sneed and seconded by Regent Sourk to approve the Minutes of the April 12, 2018 meeting. Motion passed.

V. Election of Officers and Special Officers

Regent Parks, chair of the Board Nominating Committee, said the committee meet on May 10 and makes the following recommendations:

For special officers: Jim Martin as Treasurer, Marc Fried as Secretary to the Board and Cynthia Holthaus as Assistant Secretary to the Board. For officers of the Board: Paul Hoferer as Chair and Terry Beck as Vice Chair. It was moved by and seconded to approve the recommended appointments. Motion passed.

VI. Officer Reports

A. Chair's Report

Chairperson McGivern stated that this was his last meeting serving as Board chair. He thanked several people for their help during his term as Board chair: Rugena Hall, Sue Palmer, Dorothy Hedman, Richard Liedtke, Jim Martin, Cynthia Holthaus and Marc Fried. He stated it has been truly an honor to serve the last two years, and that he always tried to do and work for what was best for the University.

Regent Hoferer then thanked Regent McGivern for his service as Board chair. Regent Hoferer stated that Regent McGivern served with great passion and humor, and that he put in a lot of time and put out a lot of fires before they even reached the Board.

Regent McGivern then added that he didn't mention Dr. Farley but they worked together a lot. He stated they agreed most of the time and no hard feelings working towards the best interests of the institution.

B. President's Report

President Farley thanked Regent McGivern for his service and said he appreciated the job Regent McGivern did as Board Chair.

Dr. Farley reported that the University was in the midst of raising funds for the indoor practice facility. He added that Sunderland Foundation made a donation of \$1 million towards the project, saying Marshall Meek and Randall Scott met with them numerous times. The Sunderlands have positive feelings about Washburn and have been very generous to Washburn before.

President Farley said that he hoped people were driving by to see what is going on at the Washburn Tech East location. Work on the first floor of the building is moving forward. Many are working hard to get the project done, including Go Topeka, Joint Economic Development Organization (JEDO), and the Greater Topeka Partnership. Dr. JuliAnn Mazachek has been at all of those meetings to help move this through.

Dr. Farley reported that the Kansas Board of Regents (KBOR) has been doing a great job of gathering large amounts of data for higher education. Washburn won an award from KBOR for best data collection, which is a tribute to our Strategic Analysis and Reporting department. The director, Bob Handley, has done a great job, but recently relocated to Portland, Oregon.

President Farley said Bob Beatty, professor in political science, known for his commentary on local elections has been involved internationally as well. He has now developed a documentary from a trip he took to North Korea a few years ago that will first be shown on KTWU in July and then rebroadcast in 16 different countries. It has received a prestigious award in India.

Dr. Farley reported Brady Skeens, men's basketball player, was named the top male athlete for the 2017-18 academic year. The award is considered the highest award given by the conference. He led the country in field goal percentage. Three athletes were academic all-Americans.

President Farley noted Dr. David Sollars, Dean of the School of Business, has worked hard in developing an assessment program for our students. Each year we participate in a field test both for undergraduate and graduate students. The test results allow us to benchmark against other institutions. Our undergraduate students scored in the 85th percentile, while the Masters students scored in the 97th percentile. Dr. Farley further noted that Washburn does not make test preparation a class for students to take as some other institutions.

Dr. Farley said Dr. Alex Klaes, assistant professor and forensic anthropologist, has been leading a team from Washburn, including students in our forensic sciences program, assisting in investigations with law enforcement and the KBI.

President Farley said Regent Parks has been elected to serve as District Governor for Rotary. She will serve a one-year term as Governor-elect before serving a three-year term as Governor.

Dr. Farley introduced Alan Vester, a recent graduate of the School of Law, who was the co-winner of the Judge John Brown Award for legal writing. Washburn Law was ranked 15th this year for its legal writing program.

President Farley recognized Thomas Romig in his retirement from serving as Dean of the School of Law. He will continue to teach at the law school on a phased retirement program. Dr. Farley indicated his pleasure in having worked with Dean Romig and was glad to have attracted a candidate of Dean Romig's caliber when he was hired.

Deanna Leach was introduced and recognized for her work. She is on the agenda for appointment to Eminentes Universitatis status as she retiring.

C. Committee Report(s)

1. Budget/Finance Committee

The Committee Chair will wait for Action Items to report on the committee hearing.

VII. New Business

A. Consent Agenda

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

As approved by action of the Board:

- 1. Liquidated Claims Approval – March 2018**
- 2. Liquidated Claims Approval – April 2018**
- 3. Liquidated Claims Approval – May 2018**

4. Eminentes Universitatis

Bestow the title "Eminentes Universitatis" to DeAnn Leach.

5. Faculty/Staff Personnel Actions

Recruitment pending on three new positions in the School of Nursing: Project Support Specialist, Project Director and Partnership Liaison; grant phased retirement to: Dorothy Hedman for one year beginning July 1, 2018 (will work at 50% for

FY'19), Dan Petersen for three years beginning August 1, 2018 (will work at 50% for FY'19, '20 & '21), and Tom Romig for three years beginning August 1, 2018 (will work at 50% for FY'19, '20 & '21).

B. Actions Items

1. FY 2019 General Fund Budget – Washburn University and Washburn Institute of Technology

Regent Beck reported on the Budget/Finance Committee meeting. The committee met on June 15th and reviewed the budget as revealed by the Vice President for Administration and Treasure (VPAT). Regent Beck thanked the VPAT and members of the committee for their work.

Jim Martin, VPAT, then presented to the Board. He stated that he has a small budget staff but wanted to thank Rhonda Thornburgh for her work in getting the budget together in a high quality product. A more detailed presentation was made to the committee in advance of Board meeting. The committee recommended one change in the proposed budget which is included in the budget before the Board.

In summary, for revenues, credit hours were budgeted at the same level as actual credit hours for last year with some increases in a few programs. Expenses have increased in computer security, student counseling services, health insurance, utilities and a 1.5% salary program. One thing that was added at the request of the Budget/Finance Committee was to fund a summer athletic scholarship amount of \$125,000. This year this scholarship amount will be funded from reserves, but we anticipate asking for future funding from general revenues. Washburn Tech has experienced growth in enrollment, credit hours and some state funding has been reinstated. Increases in expenses are similar to those for the University. We anticipate additional expenses with the opening of Washburn Tech East, but those costs will come from a fund created by JEDO through new markets tax credits. Lastly, the budget includes a tuition increase of 3.9%. It was moved by Regent Sneed and seconded by Regent De La Isla to approve the budget. Motion passed.

2. Delegation of Authority to the President of the University to Approve Reduction of Total Number of Hours Required for Baccalaureate Degrees in Existing Programs

Vice President for Academic Affairs (VPAA), JuliAnn Mazachek, presented the item, saying the Board previously approved the reduction for minimum hours to each bachelor's degree from 124 to 120. Not many programs actually reduced their hours. The Kansas Board of Regents has now implemented a program that requires institutions to request special permission to have a program to require an excess of 120 hours to graduate. As a result, a number of programs at Washburn are currently reviewing their credit hour requirements. Some will not make the 120 hours usually due to accreditation issues. This would authorize Washburn to reduce its required credit hours to 120 for programs that went through a rigorous review process, including the VPAA and the President.

In response to a question about the University of Kansas program to get a degree in three years, the VPAA advised that Washburn already does that with its Concurrent Education Program (CEP). Recently, a student from Washburn Rural High School graduated from Washburn in 2 ½ years as a result of taking CEP classes while at Washburn Rural.

In response to a question about the University's potential revenue loss from this program, President Farley noted that there is an effort to recruit those CEP students to continue their education at Washburn. There has been some impact in certain programs, such as history, where those classes are taken as part of CEP. Regent Van Etten noted that the Governor's counsel is working to generate funds to support CEP programs across the State.

It was moved by Regent Hoferer and seconded by Regent De La Isla to authorize reduction of minimum credit hours to 120 for specific programs after going through a review process. Motion passed.

3. Student Activity Fee Increase

Vice President for Student Life (VPSL), Eric Grospitch presented this item. He said at the Budget/Finance Committee meeting, Washburn Student Government Association (WSGA) president Zac Surritt spoke to the process used to develop a fee increase. He asked WSGA President Surritt to present.

Mr. Surritt stated he started working on this as budget director for WSGA. He observed that no real change in the student activity fee had occurred for years, so he undertook a process to assess the need for a change in the fee. A semester and a half review process was conducted which allowed discussion of goals of student associations should there be an increase. Currently online students are not charged. WSGA anticipated a \$55,000 per semester increase in revenue with the change. One of the things to be added is a program called Engage, which helps direct programs but also allows students to individually get involved. Publications will work to reach more students. Cheer and dance squads had ideas to better partner to engage more students. Even with this fee increase, Washburn will still have the lowest student fee in the State among the public four-year institutions. Next lowest is Emporia State at \$85 per credit hour, while Washburn's is a \$55 flat fee per semester. It was moved by Regent Parks and seconded by Regent De La Isla to approve the student fee increase. Motion passed.

4. Expenditures above \$50,000

a. Computer System Purchases – Washburn University

Vice President for Administration and Treasurer (VPAT), Jim Martin said this is the annual purchase of computers for replacement and upgrade for labs, classrooms and offices. These funds were previously approved as part of the capital budget. Purchases will be through a state contract. It was moved by Regent Beck and seconded by Regent Parks to approve the computer system purchases for Washburn University. Motion passed.

b. Computer System Purchases – Washburn Tech

Vice President for Administration and Treasurer (VPAT), Jim Martin said this item is similar to the previous item but different computers. Money for these were also included in the 2019 capital budget. It was moved by Regent De La Isla and seconded by Regent Hoferer to approve the computer system purchased for Washburn Tech. Motion passed.

c. KanTRAIN Contract for Services with Kansas Board of Regents

Vice President for Administration and Treasurer (VPAT), Jim Martin said expenditures for this grant have come up many times. The grant has actually concluded but we are now working on data collection and assessment. This agreement is for the Kansas Board of Regents (KBOR) to do the data gathering for the assessment. Contract will be funded from the KanTrain grant. Regent Van Etten abstained from voting. It was moved by Regent Beck and seconded by Regent Sourk to approve the contract with KBOR. Motion passed with one abstention.

d. Mabee Library Immersive Classrooms and Math Emporium Project #C19008

Vice President for Academic Affairs (VPAA) JuliAnn Mazachek said this capital project is an important part of student success on campus. Math is the single greatest obstacle to students graduating. Dean Laura Stephenson and Dean Alan Bearman looked at redoing the process to be in effect this next year. The emporium-style learning environment through immersive classrooms is to help students receive directed resources at all times when the library is open. This project will construct the classrooms to host these services. Funds for this project were approved in the 2019 capital budget. Using compact shelving created the space for this project. It was moved by Regent Hoferer and seconded by Regent De La Isla to approve the contract for the construction. Motion passed.

e. Ellucian Banner 7-Year Renewal

Vice President for Administration and Treasurer (VPAT), Jim Martin said Banner is the main system used by the University and this service will support that for seven years. This request is to approve the expenditure for the first year. In response to a question about if this have to be approved each year, Mr. Martin responded that the Board will have to approve the separate expenditures for each subsequent year. In response to a question about the difference in the first year cost, Martin noted that the first year is a partial year. It was moved by Regent Sneed and seconded by Regent Sourk to approve the first year of the seven year agreement with Banner. Motion passed.

f. KTWU Routing and Branding Equipment – E18013

Vice President for Administration and Treasurer (VPAT), Jim Martin said KTWU is the primary public television broadcaster for 1.6 million residents in

NE Kansas. This purchase is the first step of a process to get KTWU to be able to run an information ticker across the bottom of the screen, similar to what you see on ESPN or news channels. KTWU has been working to raise funds for this project. It was moved by Regent Parks and seconded by Regent De La Isla to approve the purchase of the equipment. Motion passed.

g. TaskStream and Aqua Software by Watermark

Vice President for Academic Affairs, JuliAnn Mazachek said assessment is an important part of the academic process to help understand if programs are effective and students are receiving a high quality education. This is a key area for review in an accreditation review by the Higher Learning Commission, which will occur next year. This is a technology system to help accreditation and assessment techniques for departments across the campus by going from hard copy to digital processes. The data will be readily available to faculty and administrators. It was moved by Regent Beck and seconded by Regent Parks to approve the purchase of the software. Motion passed.

h. Annual renewal of property insurance

Vice President for Administration and Treasurer (VPAT), Jim Martin said this is to renew our property insurance with the Midwest Higher Education Compact. There is a slight increase in premiums this year although Washburn still has a very good loss record. It was moved by Regent De La Isla and seconded by Regent Hoferer to approve the renewal of the property insurance. Motion passed.

5. Academic Programs

a. Bachelor of Science in Criminal Justice Degree Name Change

Vice President for Academic Affairs, JuliAnn Mazachek said as faculty were reviewing programs for the 120 hours mentioned in an earlier presentation, they felt a name change would better reflect the program. It was moved by Regent Parks and seconded by Regent De La Isla to approve the name change. Motion passed.

b. Cosmetology Curriculum Changes at Washburn Tech

Vice President for Academic Affairs, JuliAnn Mazachek said this program serves full-time and part-time post-secondary students and high school students. The current program doesn't meet the needs of these varieties of students. This revision allows for a more flexible schedule. The change will increase required credit hours from 45 to 52. It was moved by Regent De La Isla and seconded by Regent Beck to approve the curriculum changes in the Cosmetology program. Motion passed.

c. Welding (Cert A – Fast-Track Welding) Curriculum Changes at Washburn Tech

Vice President for Academic Affairs, JuliAnn Mazachek said Washburn Tech works with industry partners to ensure curriculum meets the needs of the industry. As part of the feedback process, changes in the industry necessitates adding an additional class to the curriculum to meet industry needs. Credit hours increase from 21 to 24. It was moved by Regent Beck and seconded by Regent De La Isla to approve the curriculum changes in the Welding – Cert A program. Motion passed.

d. EAB Student Success Collaborative – Academic Planning Module

Vice President for Academic Affairs, JuliAnn Mazachek said this is another area to enhance the success of our students. In October, the Board approved purchasing a new technology platform through EAB. That platform went live in May and we are already using it with current students. Dr. Bearman’s team worked to implement the program quickly and had it up and running two months ahead of schedule. In meeting with company, they advised that Washburn was a year ahead of others in thinking of how to use the data. The item before the Board is an additional module so students can make changes from their phones and get data to help them understand their plan to graduate. Many routine items during advising sessions can be done now on the phone so more substantive matters can be addressed in the advising sessions. Washburn will serve as a BETA test site for this module which will result in a reduced price. Funds will be redirected from other areas to pay for this item. It was moved by Regent De La Isla and seconded by Regent Hoferer to approve the purchase of the module. Motion passed.

C. Information Item(s)

Dr. Farley reminded the Board of a presentation recently made by Eugene Williams for the Make 48 program. Another program will be coming using the same model so will be seeing those payments coming through as information items.

1. Title IX/Gender Equity Review Committee Report

Equal Opportunity Director (EOD), Dr. Foster thanked the committee members, including Jake Reeder, Washburn football player male student athlete member and Athletic Director Loren Ferre, who were present. Washburn conducts a survey of students annually to see if a varsity or intramural sports program should be added. The committee is recommending no additional sports to be added at this time to focus on further development of track and cross-country programs. In addition, every five years Washburn does an in-depth survey of the athletic department. The athletic director, coaches and student athletes complete the survey. The result was that Washburn is in very good position.

3. Student Success Initiatives

Vice President for Academic Affairs, JuliAnn Mazachek advised the Board that she and Dr. Bearman recently gave this same presentation at an HLC conference in Minneapolis, Minnesota, and they are still getting calls from other institutions about what they are doing as a result of the presentation. She then introduced Dr. Alan Bearman, Dean of University Libraries, who presented information on programs at Washburn that our leading to improved retention and academic performance of Washburn students.

VIII. Executive Session

It was moved by Regent McGivern and seconded by Regent Parks to recess into executive session to discuss personnel issues involving non-elected personnel and to resume the public meeting to at 6:00 p.m. Motion passed.

IX. General session

The Board resumed the public meeting session at 6:00 p.m. It was moved and seconded to adjourn.

The meeting adjourned 6:00 p.m.

/s/

Marc Fried
Secretary, Board of Regents