

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
December 7, 2018

I. Call to Order

Chairperson Hoferer called the meeting to order at 4:02 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

II. Roll Call

Present were: Mr. Beck, *Mayor DeLaIsa, Mr. Hoferer, Mr. Klausman, Mr. McGivern, Mrs. Parks, Mr. Sneed, Mrs. Sourk and Mrs. Van Etten.

* Mayor DeLaIsa participated via Skype teleconference.

III. Approval of Minutes of the October 31, 2018 meeting

It was moved by Regent Sneed and seconded by Regent Beck to approve the Minutes of the October 31, 2018 meeting. Motion passed.

IV. Officer Reports

A. Chair's Report

Chairperson Hoferer noted the November 10 Board retreat on the strategic plan and enrollment. He asked the administration to provide an additional enrollment report to be sent out to the Board in the next week or two.

B. President's Report

President Farley told the Board that in addition to Volleyball, six students developed an entity called Agrotech Enterprises and competed in the School of Business Pitch contest. 80 teams started. Teams make a pitch for funding for a start-up. Agrotech won and received a check at the end of the contest. Their product is a protein additive that is renewable and at a good cost. The protein is made out of crickets.

President Farley informed the Board that Washburn wants our students to do well, including in the classroom, and the women's volleyball team won an award for best GPA of the eight teams in the Elite 8. People were celebrating and attended a watch party downtown for the team. Assistant coach Lauren Ramatowski was named national assistant coach of the year and head coach Chris Herron was named regional coach of the year.

Dr. Farley reminded everyone of Fall commencement Thursday night for Washburn Tech and Friday night for Washburn.

He also reminded everyone Sunday is the annual Vespers concert at White Concert Hall. KTWU records and replays the event and has won awards for its production of the show.

President Farley said the City of Topeka has extended a challenge to people to design a new city flag. Linda Merillat from the School of Nursing is one of the four finalists.

Dr. Farley reported that Washburn Tech again, for a 25th silver gift, presented a recycled ride. Groups of businesses partner with Washburn Tech to recycle a vehicle to provide to a person/family selected through a process run by United Way.

He said Washburn Tech is also in the midst of making toys. They will make approximately 1,300 toys for Toys for Tots in the Topeka area.

C. Committee Reports

1. Audit Committee

The Chair of the Audit Committee, Regent Sneed, reported the audit committee met just prior to the Board meeting. The auditors then presented on their work performed, offering an unmodified, or clean, opinion. They advised of GASB (Governmental Accounting Standards Board) standards implemented in the current fiscal year. One discussion point was that although Washburn makes all of the deadlines for filing reports, the auditors recommend looking at human resources and technology to see what changes can be made to be more efficient in developing information for other uses than just filing reports. It was moved by Regent Sneed and seconded by Regent Sourk to approve the draft audit and authorize signature. Motion passed.

V. New Business

A. Consent Agenda

In response to a question about the listing of \$235,000 to McElroy's, Vice President for Administration and Treasurer Jim Martin advised it was about the chiller for the LLC.

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

As approved by the Board of Regents:

1. Liquidated Claims Approval – October 2018

2. Faculty/Staff Personnel Actions

Change Esmond Alleyne, Lecturer, from .375 FTE to .5 FTE due to enrollment needs effective January 1, 2019 with increase in salary of \$10,373.

B. Action Items

1. Strategic Plan

President Farley reported that strategic plans can span a variety of periods of time, ranging from three years up to ten years. He said much discussion occurred on campus to determine what various folks feel is important moving forward. The current plan is Vision 2022 which was approved when Regent Klausman was chair. Most of that strategic plan has been completed. The administration has chosen to focus this time on a five-year plan. The plan is set out to follow five pillars. This strategic plan was discussed in detail at the Board work session. It was moved by Regent Sneed and seconded by Regent Van Etten to approve the strategic plan as presented. Motion passed.

2. Barracuda Backup Server

Vice President for Administration and Treasurer Jim Martin presented the item. He reported that Washburn needed to purchase an additional backup server because additional capacity was needed for the system. The opportunity to purchase this server by December 1 would save the University \$13,000. Mr. Martin contacted the Board Chair for an informal okay to purchase before December 1 and now seeks ratification of the purchase. It was moved by Regent Parks and seconded by Regent McGivern to ratify the purchase of the backup server. Motion passed.

3. Lee Arena Video Scoreboard – Project M19005

Vice President for Administration and Treasurer Jim Martin presented the item, reporting that the Lee Arena scoreboard and videoboard are over 15 years old. He said this item would replace the scoreboard and the one video screen with two screens. Each screen would be 10' x 15'. All monies for this purchase come from donor commitments. He said the total cost is \$330,000 for the scoreboard and screens. The University will pay upfront and be reimbursed by sponsors through 2024. Mr. Martin, in response to a question, advised he did not know what will happen with the old scoreboard and video screen. It was moved by Regent Sneed and seconded by Regent Sourk to approve the purchase of the scoreboard and video screens. Motion passed.

4. Hanover Research Engagement

Vice President for Academic Affairs JuliAnn Mazachek presented the item, saying Washburn's strategic plan is to support students so they can be successful in the workplace. To provide better programs, Washburn needs to have a better understanding about what the job market needs. This engagement will be to conduct a market study to see what the business need is and compare it with our current programs to determine what programs need adjusting and what programs may need to be added. This will help Washburn to position its programs competitively. The cost of the agreement is \$85,000 per year up to five years.

In response to a question about whether this vendor has been used before, Dr. Mazachek stated that Washburn has not used them before because Washburn has not done this type of research before. Dr. Mazachek advised she would be the contact for Washburn on the agreement.

Responding to a question about what the protocol will be about the research and products, Dr. Mazachek stated that it will be a sequential operation. The agreement allows for two queues, or two research studies, at a time. The first two areas, looking at job openings and reviewing Department of Labor data to see what is needed, are ready to go and will take about four to six weeks. The goal is that first two studies will be completed before the February Board meeting. The results from those studies will drive what the next two studies will be.

Dr. Mazachek responded to a question, advising that the Board will need to agree to allocate the funds each year and that the company will not raise the annual cost as long as the contract continues to be renewed.

Regarding a question about why Washburn doesn't do this work, Dr. Mazachek responded that Washburn doesn't have the staff or access to data that the company has and so could not do the same quality of work.

Dr. Mazachek answered a question about the company's experience with higher education by noting that they have worked with other higher education institutions in the United States. It was moved by Regent Van Etten and second by Regent Sourk to approve the agreement and allocation of funding for the first year for the contract. Motion passed.

5. Washburn Tech RUS-DLT Grant – Polycom Equipment for Virtual Offerings

Vice President for Academic Affairs JuliAnn Mazachek noted that previously Washburn Tech received a grant award to be at the front of developing a model of online technical education. Washburn Tech will make online tech education available to 19 high schools in rural Kansas. This contract is to purchase equipment to provide the distance education.

President Farley commented that at a meeting a year ago, the Board received a demonstration on how this education was being done. It was moved by Regent Klausman and seconded by Regent Parks to approve the purchase of the equipment. Motion passed.

6. Renewal and Extension of Topeka Neighborhood Revitalization Plan

University Counsel Marc Fried presented the item. The Topeka City Council approved a new three-year revitalization program for 2019 through 2021. Washburn has been part of this program for many years to help development of neighborhoods in Topeka, including some neighborhoods near the Washburn University campus. The plan uses tax abatements to reimburse homeowners for costs of improving their properties. This requires each taxing entity to enter into an agreement with the City of Topeka allowing abatement of their share of taxes for each property that qualifies for the abatement. Information provided by the City showed that the increase in property taxes after the abatement ends results in a slightly higher amount of tax revenue over the total amount of taxes abated while helping citizens of the community improve their homes and quality of life. It was moved by Regent Sneed and seconded by Regent Parks to approve the Interlocal Agreement to support the Neighborhood Revitalization Plan. Motion passed.

7. WUPRPM Policy Revision (Section E.14.1.)

University Counsel Fried presented the item. He said Washburn was advised by an agency that although there is language in the Bylaws regarding retirement, that is not consistent with current law. Even though the University does not follow that language, the University could be in a technical violation. The Bylaw language will be addressed in the next item, but a review of the Board Policies located certain language in the policies that also appears to be inconsistent with current law as it relates to what is a “normal retirement age” and so this item would remove that questionable language from Section E.14.1 of the Board Policies. It was moved by Regent Parks and seconded to revise the Board policy language. Motion passed.

8. Deletion of Article VI of the Bylaws – First Reading

University Counsel Fried noted that he previously touched on the language in the Bylaws in the previous item. Article VI has two parts – the first part discusses mandatory retirement ages, which needs to be deleted. The second part addresses details of the employee retirement plan, which are already in the Board policies and Regulations and Procedures, and so are not needed in the Bylaws. For that reason, the recommendation is to delete the entire Article VI of the Bylaws. Because the Bylaws require two readings before action can be taken to amend the them, this is just the first reading and the matter will be raised again at the next board meeting for formal action.

C. Information Item(s)

1. Campus Diversity Initiatives

Vice President for Academic Affairs JuliAnn Mazachek and Vice President for Student Life Eric Gropitch introduced Dr. Melanie Burdick, Dr. Kelly Erby, and Dr. Danielle Dempsey-Swopes to present on-campus diversity initiatives.

It was moved and seconded to adjourn. The Board Chair adjourned the meeting at 5:09 p.m.

Marc Fried
Secretary, Board of Regents