

# Board of Regents Meeting

Monday, 9/30/2019

4:00 - 6:00 PM CT

## I. Call to Order

## II. Roll Call

Mr. Beck  
Ms. Buhler  
Mayor De La Isla  
Mr. Hoferer  
Mr. Klausman  
Mr. McGivern  
Mrs. Parks  
Mrs. Sourk  
Mrs. Van Etten

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

### A. Approval of the Minutes of the July 24, 2019 Meeting

*July 24 2019 Regents Minutes - Page 3*

## IV. Officer Reports

### A. Chair's Report

### B. President's Report

### C. Committee Report(s)

#### 1. Audit Committee

## V. New Business

### A. Consent Agenda

#### 1. Liquidated Claims Approval - July 2019 - Jim Martin

*Liquidated Claims - July 2019 - Page 6*

#### 2. Liquidated Claims Approval - August 2019 - Jim Martin

*Liquidated Claims - August 2019 - Page 7*

#### 3. Faculty/Staff Personnel Actions - Jim Martin/JuliAnn Mazachek

*Faculty Staff Personnel Actions - Page 8*

### B. Action Items

#### 1. Vice President for Administration and Treasurer - New Hire - President Farley

*Appt. Chris Kuwitzky VPAA Treasurer - Page 10*

#### 2. Nomination of Trustee to the Finnup Foundation Trust - President Farley

*Pinegar Trustee to Finnup Foundation Trust - Page 11*

#### 3. Renewal of Insurance Policies - Jim Martin

*Casualty Insurance Renewal - Page 12*

#### 4. Health Plan Renewal - Jim Martin

*Health Plan Renewal - Page 14*

*Health Plan. Attach 1 Group Dental - Full-Time - Page 15*

*Health Plan. Attach 2 Group Dental Part-Time (20-29 hours per week) - Page 16*

*Health Plan. Attach 3 Group Medical Base & Buy-Up - Full-Time - Page 17*

*Health Plan. Attach 4 Group Medical High Deductible - Part-Time) - Page 18*

*Health Plan. Attach 5 Group Medical Base & Buy-Up - Part-Time - Page 19*

*Health Plan. Attach 6 Group Medical High Deductible - Full-Time - Page 20*

**5. Hanover Research Engagement - JuliAnn Mazachek**

*Hanover Research - Page 21*

**6. Expenditures Above \$50,000**

**a. Softball Artificial Turf Project - Outfield Wall Upgrade Addition - Jim Martin**

*Softball Field Outfield Wall - Page 23*

**b. Memorial Union First Floor A & B Rooms Audio Visual Upgrade - Jim Martin**

*Washburn A&B Audio Visual upgrade - Page 24*

**c. HPE Nimble Storage Area Network Equipment - Jim Martin**

*HPE Nimble Purchase - Page 26*

*HPE AF40 Purchase Attachment - Page 27*

**d. Two (2) Whirlpools for the Athletics Training Room - Jim Martin**

*Athletic Training Room Whirlpools - Page 28*

**7. Agency of Record for Marketing Services - Richard Liedtke**

*Marketing Services Item - Page 29*

**C. Information Item(s)**

**1. Graduate Survey - JuliAnn Mazachek**

**WASHBURN UNIVERSITY OF TOPEKA**  
**BOARD OF REGENTS**  
**MINUTES**  
**July 24, 2019**

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**I. Call to Order**

Chairperson Hoferer 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, Mayor De La Isla, Mr. Hoferer, Mr. McGivern, \*Mrs. Parks, Mrs. Sourk (at 4:06) and Mrs. Van Etten. Regents Klausman, De La Isla and Buehler were not present, having indicated in advance they would not be present.

\* Participated via telephone conference call

**III. FY 2020 Public Budget**

The Board Chair opened the public hearing. The public hearing is now open. The Board Secretary advised that no one signed up to speak. The Board Chair asked if anyone wished to speak. No one indicated they wanted to speak. The Board Chair declared the public hearing closed. It was moved by Regent Hoferer and seconded by Regent Parks to approve the public budget. Motion passed unanimously.

**IV. Approval of Minutes of the June 26, 2019 meeting**

Regent Hoferer asked if there were any requested changes to the minutes. There were no changes requested. It was moved by Regent Hoferer and seconded by Regent Beck to approve the Minutes of the June 26, 2019 meeting. Motion passed unanimously.

**V. Officer Reports**

**A. Chair's Report**

Regent Hoferer noted that the University is entering a new fiscal year and will be facing some challenges related to budget and other issues. The University needs to address enrollment, and if that cannot be increased, then we need to hold steady on expenses to reduce the need to increase tuition or cut staff. Regent Hoferer invited staff and faculty to help in this regard, noting the excellent work already being performed by the faculty and staff.

Chairman Hoferer noted that the new board member, Shelly Buhler, is not present because she is on a trip with Hayden High School. He is looking forward to having her join us.

Regent Hoferer announced that Washburn was notified that Regent Beck has been reappointed by the Shawnee County Commission.

Regent Hoferer noted that there is new construction on the south end of campus, for the new indoor athletic facility, and it will create much attention for the University.

Regent Sourk arrived.

Chairman Hoferer presented his slate of appointments to the various board committees for the 2019-2020 year. Those appointments are as follows:

Budget/Finance Committee: Regents Klausman (Chair), Beck, Buhler, and Parks;

Audit Committee: Regents Parks (Chair), De La Isla, McGivern and Sourk;

Presidential Assessment Committee: Regents Beck (Chair), McGivern, Sourk and Van Etten;

Nominating Committee: Regents McGivern (Chair), Beck, Parks and Van Etten.

\* The Board Chair serves on all committees in an ex-officio capacity.

It was moved by Regent Hoferer and seconded by Regent Van Etten to approve the committee appointments. Motion passed unanimously.

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

President Farley stated that the Sunflower State Games were going on and Washburn is a sponsor of the event. This year, over 7,000 people hours put in to make the event happen. Information indicates that the games create a capital infusion of over \$20,000 in Topeka area.

## **VI. New Business**

### **A. Consent Agenda**

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

As approved by action of the Board:

- 1. Liquidated Claims Approval – May 2019**
- 2. Liquidated Claims Approval – June 2019**
- 3. Proposed Washburn University Board of Regents' Meeting Dates for 2019-2020**

Meeting dates for the Washburn University Board of Regents for 2019-2020.

**B. Action Items**

**1. Contracted Services with Pinegar, Smith & Associates, Inc.**

President Farley presented the item. Dr. Farley stated that Washburn engages a lobbyist to work for the University in the State legislature and in Washington DC. Pinegar, Smith & Associates has done this work for a number of years for the University. It was moved by Regent Beck and seconded by Regent McGivern to approve the contract with Pinegar, Smith & Associates. Motion passed unanimously.

**2. Expenditures over \$50,000**

**a. Computer System Purchases**

Vice President for Administration and Treasurer Jim Martin presented the item. Mr. Martin stated that this item appears at this time every year. These purchases are to refresh the computers for Washburn Tech. It was moved by Regent Parks and seconded by Regent Sourk to approve the purchases of computers. Motion passed unanimously.

**b. Memorial Union 1<sup>st</sup> Floor A & B Audio Visual Upgrade Project #900200**

This item was removed at the request of the administration.

Chairman Hoferer asked if there was any other business.

No other business was offered, and the Regent Hoferer declared meeting adjourned at 4:11 p.m.

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Marc Fried  
Secretary, Board of Regents

**Agenda Item No.  
Washburn University Board of Regents**

**SUBJECT:** Liquidated Claims Approval – July 2019

**DESCRIPTION:** Attached is the list of claims processed for the month of July, 2019 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 September 30, 2019 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, Vice President for Administration & Treasurer

<b>WASHBURN UNIVERSITY</b>		
<b>Fund #</b>	<b>Fund Name</b>	<b>Total Claims</b>
1.	General Fund	\$2,854,372
2.	Debt Retirement & Construction Fund	-0-
3.	Building and Construction Fund	697,667
4.	Endowment Fund	-0-
5.	Student Loan Fund	2,800
7.	Tort Claim Fund	112,910
8.	Restricted and Agency Fund	244,780
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	117,519
	Sub-Total	4,030,048
	Payroll	2,935,385
	Payroll Withholding ACH Transactions	2,180,505
	<b>Total</b>	<b>\$9,145,938</b>

<b>WASHBURN INSTITUTE OF TECHNOLOGY</b>		
1.	General Fund	\$227,907
3.	Building and Construction Fund	50,165
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	53,941
13.	Government and Research Fund	327,750
	Sub-Total	659,763
	Payroll	322,407
	Payroll Withholding ACH Transactions	119,885
	<b>Total</b>	<b>\$1,102,055</b>

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Date

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Jerry B. Farley, President

**Agenda Item No.  
Washburn University Board of Regents**

**SUBJECT:** Liquidated Claims Approval – August 2019

**DESCRIPTION:** Attached is the list of claims processed for the month of August, 2019 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 September 30, 2019 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, Vice President for Administration & Treasurer

<b>WASHBURN UNIVERSITY</b>		
<b>Fund #</b>	<b>Fund Name</b>	<b>Total Claims</b>
1.	General Fund	\$9,379,061
2.	Debt Retirement & Construction Fund	-0-
3.	Building and Construction Fund	2,880,670
4.	Endowment Fund	-0-
5.	Student Loan Fund	1,200
7.	Tort Claim Fund	6,830
8.	Restricted and Agency Fund	480,306
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	44,040
	Sub-Total	12,792,107
	Payroll	3,040,932
	Payroll Withholding ACH Transactions	2,124,322
	<b>Total</b>	<b>\$17,957,361</b>

<b>WASHBURN INSTITUTE OF TECHNOLOGY</b>		
1.	General Fund	\$349,069
3.	Building and Construction Fund	268,790
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	6,925
13.	Government and Research Fund	7,956
	Sub-Total	632,740
	Payroll	382,362
	Payroll Withholding ACH Transactions	98,818
	<b>Total</b>	<b>\$1,113,920</b>

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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:** 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
Stromgren, Jeff	Head Coach - Golf, Position #000508	Effective August 1, 2019.	\$47,989 annual salary. Increase of \$10,000 is covered through WU Foundation funds.	Position increased from .75 to 1.0 FTE based on needs of the department.	Request approval.
Vacant	Project Director – Title III Grant	Effective October 1, 2019	\$63,000 annual salary. Increase of \$13,000 is funded from grant funds.	Position is adjusted based on market considerations.	Request approval.
Vacant	Administrative Specialist, Registrar’s Office, Position #000540	Effective October 1, 2019	\$27,040 annual salary. Increase of \$12,874 is funded from the elimination of position #001088.	Position increase from .5 to 1.0 FTE, and reclassify to Records Technician I based on needs of the department.	Request approval.
Vacant	IT Security Analyst, Position #001164	Effective October 1, 2019	\$90,000 annual salary. Increase of \$33,000 is funded from the elimination of position #000608.	Reclassify position to Dir. Information Security based on needs of the department and market data.	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. B. 1.**  
**Washburn University Board of Regents**

SUBJECT: Vice President for Administration and Treasurer- New Hire

DESCRIPTION:

The position of Vice President for Administration and Treasurer is currently occupied by Jim Martin. As a faculty member in the School of Business, Mr. Martin will return to teaching full time. After an extensive national search, Dr. Farley recommends Chris Kuwitzky be named the new Vice President for Administration and Treasurer.

Currently, Mr. Kuwitzky is the director of accounting and controller at the University. He is a certified public accountant and has extensive experience in higher education. As Vice President for Administration and Treasurer, he will be responsible for managing the University's finance operations, as well as information technology services, the physical plant, human resources, auxiliary enterprises, and university police. Additionally, Mr. Kuwitzky will serve as Treasurer to the Board of Regents performing all duties prescribed by the bylaws and University policy.

FINANCIAL IMPLICATIONS:

The salary agreed upon is within the approved budget for this position.

RECOMMENDATION:

President Farley recommends that the Board of Regents approve Chris Kuwitzky to serve as Vice-President for Administration and Treasurer, effective October 1, 2019.

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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: Nomination of Trustee to the Finnup Foundation Trust

DESCRIPTION:

The Finnup Foundation Trust is a major benefactor to Washburn University, providing approximately \$85,000 annually to students attending Washburn University from the Garden City, Kansas area. There are three Class A Trustees, one of whom is designated by Washburn. Mr. James (Jim) Vogel, the current trustee, will retire December 31, 2019. He succeeded his father, Richard James Vogel, who was a trustee until his passing in 1998.

The Finnup Foundation recognizes the service and ability of John D. Pinegar, a native of Garden City, and has suggested that we nominate him to succeed James (Jim) Vogel. John is an alum of Washburn University and has a keen and current and dedicated interest in this University. Since November 5, 2018, John has been serving the Finnup Foundation Trust as an Advisory Trustee, a “trustee in training”. Because of John’s connections to the Garden City area and Washburn, plus his knowledge of farming, oil and natural gas interests, he will be helpful to the Finnup Foundation due to their holdings in those areas.

RECOMMENDATIONS:

President Farley recommends that John D. Pinegar be named Washburn University's representative to the Finnup Foundation Trust, upon the retirement of James (Jim) Vogel, effective December 31, 2019.

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Date

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Jerry B. Farley, President

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

SUBJECT: Renewal of Insurance Policies

DESCRIPTION:

Pursuant to Board approval, the University property insurance was renewed in July through the Midwest Higher Education Compact program. The renewal date for the remainder of the insurance coverage is October 1, 2019.

Workers Compensation constitutes the highest premium of all the University casualty insurance policies. We continue to work to decrease the frequency and severity of claims. Although our experience modification factor rose slightly this year, staff's responsiveness to our insurer's recommendations resulted in a slight decrease of premium. An increase in the premium for auto coverage is due to several factors such as an increase in the number of vehicles insured, a general tightening of the market, costlier auto repairs, and the types of autos insured by Washburn. General Liability, Educators Legal Liability (and therefore Excess Indemnity) are seeing increases across the board. Much of the increases are due to the insurance climate in general, such as Abuse claims at various universities.

The Foreign Travel Insurance is changing carriers effective October 1, 2019, from ACE (for Faculty) and TW Lord (for Students), to American International Group (AIG). Faculty and Students will both be covered by AIG, with better limits and expanded coverage at a lower premium. Washburn has elected a prepaid 3-year term at a discount which lowers the annual premium to \$7,430.

The list of renewal policies and premiums compared with the current year are as follows:

<b>Insurance Coverage</b>	<b>Last Year</b>	<b>Renewal</b>
Crime	\$ 8,590	\$ 8,590
Cyber	9,881	10,882
Automobile	47,393	62,358
General Liability	66,799	75,808
Educators Legal Liability	56,294	71,390
Workers Compensation	210,655	209,408
Excess Indemnity (Umbrella)	28,904	33,961
Foreign Liability (both Faculty and Students)	10,256	8,090
Pollution Liability (annual premium of 3 yr. prepaid policy)	9,509	9,509
Student Healthcare Professional Liability	21,868	17,766

Broadcasters Legal Liability—KTWU	3,673	3,800
IMA Brokerage Fee	60,000	60,000
Sports Accident Insurance	99,985	99,985
Cheerleader Catastrophic Accident Insurance	861	3,542
<b>TOTAL</b>	<b>\$634,668</b>	<b>\$675,089</b>

FINANCIAL IMPLICATIONS:

Total Premiums are consistent with the FY'20 budget.

RECOMMENDATION:

President Farley recommends approval to purchase insurance policies as listed.

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Date

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Jerry B. Farley, President

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

SUBJECT: Health Plan Renewal

DESCRIPTION:

University administrators and employees have reviewed the past utilization history of our health plans (medical, prescription and dental) provided by Blue Cross Blue Shield of Kansas (BCBSKS). The University's medical plan is a non-grandfathered, self-funded plan and the dental plan is also self-funded. Overall the cost of health care services continues to rise, however BCBSKS estimates our health plan utilization will remain flat over the next year. Our rates are a direct result of the usage our group has experienced over the rating period and, as our utilization is not expected to rise, an increase in medical plan premiums is not necessary.

The current medical, prescription, and dental plan design changes and premium pricing structure along with our employee wellness program have been important factors in managing our claims utilization this year. As such, an overall change in premium funding for the current medical, prescription and dental plan benefits will not be necessary for the plan year beginning January 1, 2020. This will be the third consecutive year the University has been able to hold health insurance premiums flat while improving and offering new options. There will not be a change to the University's six-tier premium schedules. Married couples, who both work at the University and are benefit eligible, will continue to have the opportunity to cover a dependent child/ren. In those circumstances, the married individual in the higher premium tier will continue to be the primary insurance for covering child/ren.

The attached premium sheets identify the employee premium amounts, by plan, as well as those amounts paid by the University to continue the support of health plan premiums.

The University will continue to monitor our health plan utilization and our wellness program to determine if future changes are necessary.

FINANCIAL IMPLICATIONS:

The FY20 Benefit budget contains sufficient funds to cover the University's portion of plan health care costs.

RECOMMENDATION:

President Farley recommends Board of Regents approval to renew the University Health Plan.

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Date

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Jerry B. Farley, President

PLAN	BCBS KS			
	Single	Employee + Child/ren	Employee + Spouse	Family
<b>Dental Insurance - All Tiers</b>				
Employee Total	\$ -	\$ 5.00	\$ 10.00	\$ 15.00
Washburn Total	35.39	75.69	65.73	106.03
Total Premium	35.39	80.69	75.73	121.03

PLAN	BCBS KS			
	Single	Employee + Child/ren	Employee + Spouse	Family
<b>Dental Insurance - All Tiers</b>				
Employee Total	\$ -	\$ 45.30	\$ 40.34	\$ 85.64
Washburn Total	35.39	35.39	35.39	35.39
Total Premium	35.39	80.69	75.73	121.03



PLAN	WU Base Plan				WU Buy-Up Plan			
	Single	Employee + Child/ren	Employee + Spouse	Family	Single	Employee + Child/ren	Employee + Spouse	Family
<b>Salary &gt; \$65,060 (Tier 1)</b>								
Employee Total	\$ 50.00	\$ 330.33	\$ 406.64	\$ 842.76	\$ 109.44	\$ 469.28	\$ 550.90	\$ 1,073.22
Washburn Total	567.49	879.99	849.02	989.52	520.44	764.69	729.33	802.40
Total Premium	617.49	1,210.32	1,255.66	1,832.28	629.88	1,233.97	1,280.23	1,875.62
<b>Salary \$56,220 - \$65,060 (Tier 2)</b>								
Employee Total	\$ 35.52	\$ 287.69	\$ 350.09	\$ 724.91	\$ 94.96	\$ 382.55	\$ 451.77	\$ 871.24
Washburn Total	581.97	922.64	905.57	1,107.37	534.92	851.43	828.46	1,004.38
Total Premium	617.49	1,210.32	1,255.66	1,832.28	629.88	1,233.97	1,280.23	1,875.62
<b>Salary \$46,930 - \$56,219 (Tier 3)</b>								
Employee Total	\$ -	\$ 238.76	\$ 295.24	\$ 589.23	\$ 59.44	\$ 350.83	\$ 408.54	\$ 760.23
Washburn Total	617.49	971.56	960.42	1,243.05	570.44	883.14	871.69	1,115.39
Total Premium	617.49	1,210.32	1,255.66	1,832.28	629.88	1,233.97	1,280.23	1,875.62
<b>Salary \$37,990 - \$46,929 (Tier 4)</b>								
Employee Total	\$ -	\$ 196.46	\$ 243.50	\$ 473.26	\$ 59.44	\$ 308.50	\$ 356.84	\$ 644.35
Washburn Total	617.49	1,013.86	1,012.16	1,359.02	570.44	925.47	923.39	1,231.27
Total Premium	617.49	1,210.32	1,255.66	1,832.28	629.88	1,233.97	1,280.23	1,875.62
<b>Salary \$29,151 - \$37,989 (Tier 5)</b>								
Employee Total	\$ -	\$ 156.56	\$ 196.07	\$ 361.98	\$ 59.44	\$ 268.57	\$ 309.46	\$ 533.17
Washburn Total	617.49	1,053.76	1,059.59	1,470.30	570.44	965.40	970.77	1,342.45
Total Premium	617.49	1,210.32	1,255.66	1,832.28	629.88	1,233.97	1,280.23	1,875.62
<b>Salary &lt;=\$29,150 (Tier 6)</b>								
Employee Total	\$ -	\$ 115.82	\$ 145.93	\$ 246.06	\$ 59.44	\$ 227.80	\$ 259.35	\$ 417.34
Washburn Total	617.49	1,094.50	1,109.73	1,586.22	570.44	1,006.17	1,020.88	1,458.28
Total Premium	617.49	1,210.32	1,255.66	1,832.28	629.88	1,233.97	1,280.23	1,875.62

PLAN	WU High Deductible Health Plan (HDHP)			
	Single	Employee + Child/ren	Employee + Spouse	Family
<b>HDHP - All Tiers</b>				
Employee Total	\$ 308.75	\$ 703.39	\$ 749.58	\$ 1,152.77
Washburn Total	308.74	506.93	506.08	679.51
Total Premium	617.49	1,210.32	1,255.66	1,832.28
<b>With Employer Contribution to:</b>				
Health Savings Account	\$ 25.00	\$ 37.50	\$ 37.50	\$ 50.00

PLAN	WU Base Plan				WU Buy-Up Plan			
	Single	Employee + Child/ren	Employee + Spouse	Family	Single	Employee + Child/ren	Employee + Spouse	Family
<b>Salary &gt; \$65,060 (Tier 1)</b>								
Employee Total	\$ 333.75	\$ 770.33	\$ 831.15	\$ 1,337.52	\$ 369.66	\$ 851.63	\$ 915.57	\$ 1,474.42
Washburn Total	283.75	440.00	424.51	494.76	260.22	382.35	364.67	401.20
Total Premium	617.49	1,210.32	1,255.66	1,832.28	629.88	1,233.97	1,280.23	1,875.62
<b>Salary \$56,220 - \$65,060 (Tier 2)</b>								
Employee Total	\$ 326.51	\$ 749.00	\$ 802.88	\$ 1,278.60	\$ 362.42	\$ 808.26	\$ 866.00	\$ 1,373.43
Washburn Total	290.99	461.32	452.79	553.69	267.46	425.71	414.23	502.19
Total Premium	617.49	1,210.32	1,255.66	1,832.28	629.88	1,233.97	1,280.23	1,875.62
<b>Salary \$46,930 - \$56,219 (Tier 3)</b>								
Employee Total	\$ 308.75	\$ 724.54	\$ 775.45	\$ 1,210.75	\$ 344.66	\$ 792.40	\$ 844.38	\$ 1,317.92
Washburn Total	308.75	485.78	480.21	621.53	285.22	441.57	435.85	557.70
Total Premium	617.49	1,210.32	1,255.66	1,832.28	629.88	1,233.97	1,280.23	1,875.62
<b>Salary \$37,990 - \$46,929 (Tier 4)</b>								
Employee Total	\$ 308.75	\$ 703.39	\$ 749.58	\$ 1,152.77	\$ 344.66	\$ 771.24	\$ 818.54	\$ 1,259.98
Washburn Total	308.75	506.93	506.08	679.51	285.22	462.73	461.69	615.64
Total Premium	617.49	1,210.32	1,255.66	1,832.28	629.88	1,233.97	1,280.23	1,875.62
<b>Salary \$29,151 - \$37,989 (Tier 5)</b>								
Employee Total	\$ 308.75	\$ 683.44	\$ 725.87	\$ 1,097.13	\$ 344.66	\$ 751.27	\$ 794.85	\$ 1,204.39
Washburn Total	308.75	526.88	529.79	735.15	285.22	482.70	485.38	671.23
Total Premium	617.49	1,210.32	1,255.66	1,832.28	629.88	1,233.97	1,280.23	1,875.62
<b>Salary &lt;=\$29,150 (Tier 6)</b>								
Employee Total	\$ 308.75	\$ 663.07	\$ 700.80	\$ 1,039.17	\$ 344.66	\$ 730.89	\$ 769.79	\$ 1,146.48
Washburn Total	308.75	547.25	554.86	793.11	285.22	503.08	510.44	729.14
Total Premium	617.49	1,210.32	1,255.66	1,832.28	629.88	1,233.97	1,280.23	1,875.62

PLAN	WU High Deductible Health Plan (HDHP)			
	Single	Employee + Child/ren	Employee + Spouse	Family
<b>HDHP - All Tiers</b>				
Employee Total	\$ -	\$ 196.46	\$ 243.50	\$ 473.26
Washburn Total	617.49	1,013.86	1,012.16	1,359.02
Total Premium	617.49	1,210.32	1,255.66	1,832.28
<b>With Employer Contribution to:</b>				
Health Savings Account	\$ 50.00	\$ 75.00	\$ 75.00	\$ 100.00

## **Agenda Item No. V. B. 5.**

### **Washburn University Board of Regents**

**SUBJECT:** Hanover Research Engagement

**DESCRIPTION:**

Hanover Research provides custom and proprietary research, including data analytics, survey design, administration, analysis, peer benchmarking, and best-practice research, in response to Washburn's ongoing needs and special initiatives, with a flexible capacity model that can execute specific products as and when needs arise.

Hanover Research differs from other research services due to its exclusive online portal, proprietary data dashboards, and subscription model for customized research delivery.

A continued membership with Hanover Research will allow Washburn University to gather environmental and market data that will support decision making in many areas, including academic program offerings, credentials, modalities, price points, marketing and branding.

**RATIONALE:**

Washburn University is committed to offering programming that responds to the demand of potential students, employers, and other partners in the marketplace. Hanover Research is a critical tool in strategic, data-informed decision-making at the department, school and university levels.

Since the partnership with Hanover Research began in January 2019, Washburn University has received and acted up on research performed in the following areas:

- Market Opportunity Scan in Undergraduate and Graduate Programming, to examine how student and labor market indicators may affect program viability, in support of strategic development of the university's program portfolio.
- Benchmarking Analysis of the Master of Business Administration, to provide insight into target audiences, program structures, tuition, marketing messaging, and student experiences among competitor programs.
- Market Analysis for an expansion of the Bachelor's in Health Sciences, to provide comprehensive understanding of the student and labor market demand for this program and identifying next steps to achieve a three-year goal of doubling enrollment while improving quality and student experience.
- Benchmarking Analysis of Law School Tuition, to study tuition rates and discounting practices at twelve competitor institutions with similar degrees.
- Benchmarking Analysis of Graduate and Differential Tuitions, to study how other universities price their Graduate, Business, Nursing, and other differential tuitions and to identify where Washburn has a competitive price advantage or disadvantage.
- Law School Brand Perception Survey (in progress), to study how Washburn is viewed by key populations, including prospective JD students, yielding actionable data to inform marketing campaigns and to guide general improvement efforts.

Potential future projects include:

- University Marketing Positioning Analysis, to evaluate the public perception of Washburn and competitor schools.
- Brand Assessment Survey, to evaluate how community, employers, prospective students, current students, and/or prospective faculty perceive Washburn and how the University ranks among competitors on various measurements, such as tuition, discounts, marketing, class size, and desirability as an employer.
- Tuition and Aid Sensitivity Survey, to evaluate the optimal cost level for Washburn's market, including the market's perception of sticker price, discounts, scholarships, tuition, fees, and other elements of total cost, as well as how changes in the structure could impact enrollment.
- Washburn Tech Market Opportunity Scan, to provide information on student and labor demand in the tech sector.

#### FINANCIAL IMPLICATIONS:

This is a three-year contract for two concurrent research queues with an annual cost of \$77,200, for a total contract amount of \$231,600. The initial contract was \$85,000 per year, so this negotiated contract results in a savings to the University.

#### RECOMMENDATION:

President Farley recommends the Board of Regents approve the commitment of \$231,600 over three years for Hanover Research to provide customized research to Washburn University.

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Date

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Jerry B. Farley, President

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

SUBJECT: Softball Artificial Turf Project – Outfield Wall Upgrade Addition  
Project # 900285

DESCRIPTION:

In conjunction with the Artificial Turf Project that was approved at the June 26 Board of Regents meeting, upgraded fencing for the outfield and foul lines was researched to allow for a higher quality wall with the ability to sell space for sponsor's signs. The Turf Project included removal and re-installation of the existing chain-link fence. The new, upgraded fencing would be installed in lieu of re-using the existing chain link fence, saving some cost from the original price of the project.

The outfield wall of choice was determined to be a Champion Wall. The cost of the supply and installation of the wall was requested from Nemaha Sports Construction, who is the prime contractor for the Turf Project. The price for the change in scope was \$54,237, which includes a credit of \$3,800 for installation of the chain link fence that was part of the original scope. Upgraded foul line fencing has been priced to improve the look of the ball field. This price is \$9,300.

FINANCIAL IMPLICATIONS:

Financial implications will be an increase of \$70,000 to the project budget from \$672,385 to \$742,385 with the increase funding coming from the Athletics Excellence fund initially, to be repaid by marketing revenues from fence advertising. The following represents the current project budget for installing artificial turf on the existing softball field and upgrading the fencing:

Original Total	\$672,385
Requested Increase	\$ 70,000
New Project Budget	\$742,385

RECOMMENDATION:

President Farley recommends the Board of Regents approve award of the change order to Nemaha Construction of \$54,237 to upgrade the fencing on the softball field, along with the increase to the overall project budget of \$70,000.

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Date

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Jerry B. Farley, President

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

SUBJECT: Memorial Union First Floor A & B Rooms Audio Visual Upgrade  
Project #M19003- Ratification

DESCRIPTION:

The Audio Visual and Sound Systems that serve this large meeting space on the first floor of the Memorial Union have served the University well but are fast approaching the end of useful life. A task force was commissioned to determine what features would be needed in an integrated multimedia solution to meet the needs of Washburn stakeholders now and into the future. Plans and specifications were distributed to the following vendors, which provided the following pricing:

<b>Vendor</b>	<b>Bid</b>
<b>SKC Communications</b>	<b>\$ 222,000</b>
Cytek Media Systems	\$ 255,602
Kansas City Audio-Visual (KCAV)	non-qualifying bid

SKC Communications provided the most complete, lowest cost, and integrated solution with multiple years of tech support for a new Audio Visual and Sound System for the Washburn A & B meeting rooms.

FINANCIAL IMPLICATIONS:

The Board Chair was contacted and has approved the purchase to meet the installation schedule. The Chair of the Board has authority to approve such purchase and seeks ratification by the Board of Regents.

Total expected budget for the project is \$325,000. Project funds were identified as \$225,000 from Amendment 11 of the agreement with Chartwells that was approved by the Board in the June 26, 2019 Board of Regents Meeting and the remainder provided from uncommitted previous years' capital funds.

The remainder of the project budget is identified for Bartlett & West, who will be performing the design of the electrical system, an electrical contractor, and some owner costs related to IT and minor cosmetic repairs.



RECOMMENDATION:

President Farley recommends the Board of Regents ratify Chair Hoferer's approval of award of the contract to SKC Communications in the amount of \$222,000 to supply and install a new integrated Audio Visual & Sound System with an overall project budget of \$325,000.

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Date

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Jerry B. Farley, President

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

SUBJECT: HPE Nimble Storage Area Network Equipment

DESCRIPTION:

Information Technology Services is requesting approval to purchase an HPE Nimble 210TB Storage Area Network (SAN). Our current SAN is aging, is at its functional usable capacity, and will become end of life shortly, so it cannot grow to keep pace with the changing needs of our enterprise storage.

Storage area networks (SANs) are the most common storage networking architecture used by enterprises for business-critical applications that need to deliver high throughput and low latency. The HPE Nimble SAN will leverage 17.28TB of flash storage to gain high performance, consistent low latency, and lower total cost. By storing data in centralized shared storage, SANs enable Washburn University to apply consistent methodologies and tools for security, data protection, and disaster recovery.

HPE Nimble SAN and Accessories	\$145,971.76
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This purchase will be awarded to Sirius Computer Solutions utilizing the MHEC contract, contract number #10012015.

FINANCIAL IMPLICATIONS:

An expenditure of \$145,971.76 from FY 2020 ITS funds.

RECOMMENDATION:

President Farley recommends the Board of Regents approve award of the contract to Sirius Computer Solutions in the amount of \$145,971.76 for the purchase of the HPE Nimble SAN and accessories.

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Date

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Jerry B. Farley, President



**WASHBURN UNIVERSITY**  
**1700 Sw College Ave**  
**Topeka, KS 66621**

Sirius Computer Solutions, Inc.  
 10100 Reunion Place, Suite 500  
 San Antonio, TX 78216  
 www.siriuscom.com

Quote Date: 08/15/19  
 Expires: 09/14/2019  
 HPE AF40  
 Proposal #: PR317923.9

Client Executive:  
 Dave Koziol  
 Phone: (913) 485-9709  
 Email:  
 dave.koziol@siriuscom.com

Part #	Description	Qty	Ext. Sale Price
Q8H39A	HPE NS HF40 Hybrid CTO Base Array	1	
Q8B57B	HPE NS HF40/60 Hybrid 210TB FIO HDD Bndl	1	
Q8B89B	HPE NS 4x10GbE 2p FIO Adptr Kit	1	
Q8G27B	HPE NS NOS Default FIO Software	1	
R0P05A	HPE NS HF40/60 17.28TB FIO Cache Bndl	1	
R0P84A	HPE NS IEC 60320 C14 to C19 FIO Pwr Cord	2	
R3P91A	HPE NS AF/HF Array Standard Trk	1	
HT6Z0A5	HPE NS 5Y FC 4H Parts Exchange Support	1	
HT6Z0A5 ZFW	HPE NS HF40/60 Hybr 210TB HDD Bndl Supp	1	
HT6Z0A5 TDP	HPE NS HF40/60 17.28TB FIOCacheBndl Supp	1	
HT6Z0A5 ZEX	HPE NS 4x10GbE 2p Adptr Supp	1	
HT6Z0A5 ZFG	HPE NS HF40 Hybrid Base Array Supp	1	
	<b>Subtotal</b>		<b>\$145,971.76</b>

**Subtotal: \$145,971.76**

**Shipping and Handling: \$0.00**

**Total: \$145,971.76**

Unless otherwise noted, the price stated herein does not include applicable taxes, which may be added at the time of invoice. The price stated above for shipping and handling is subject to change in the event Customer requests expedited shipping, whether such request is made before or after acceptance of this Purchase Authorization by Customer.

This proposal is valid if ordered on or before 09/14/2019.

Until Sirius receives and accepts a Purchase Order or this Purchase Authorization for the solution proposed, pricing provided in this Proposal is subject to change based on manufacturer's pricing schedule. The Products contained on this Order may be delivered to the Customer through multiple shipments based upon supplier availability, and Customer agrees to pay a partial payment of the total purchase price stated above for any such partial shipment of Products.

All of the information provided in this Proposal is considered confidential and proprietary between Sirius and WASHBURN UNIVERSITY. Information enclosed in this Proposal may not be disclosed, disseminated, or otherwise revealed to any party outside of WASHBURN UNIVERSITY or any party within WASHBURN UNIVERSITY who is not privileged to receive such information, unless required by law.

Your contract number(s), currently on file, is as follows:

Agreement Type: Customer Agreement  
 Agreement Number: MHEC-10012015

The provision of the maintenance services contained on this proposal will be controlled by the terms and conditions of the applicable manufacturer and/or maintenance provider (hereinafter the "Provider"), and may be subject to auto-renewal if so provided in the applicable terms and conditions. Sirius does not guarantee any rights of termination during the term of the maintenance services contained on this proposal or any renewal term, and all refund calculations are determined solely by the applicable Provider. In the event any or all of these maintenance services are terminated in accordance with the terms and conditions of the applicable Provider, Sirius will, at Customer's option, (1) pass through to Customer all applicable credits paid to Sirius by the applicable Provider, net any related costs, or (2) hold such applicable credits on account for future purchases by Customer. If the maintenance services contained on this proposal cover multiple hardware or software components, any discounts provided in this proposal may vary between such components, and all pricing information is confidential and proprietary information of the applicable Provider.

This Proposal is subject to the terms and conditions of the above referenced Agreement(s). Acceptance of this Proposal by an authorized representative of WASHBURN UNIVERSITY will be deemed the equivalent of a Client Purchase Order, which will authorize Sirius to order the Products and Services listed in this Proposal.

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

**SUBJECT:** Two (2) Whirlpools for the Athletics Training room

**DESCRIPTION:**

The current whirlpools in the athletics training room are at the end of their long, useful life. These whirlpools are used on a daily basis to treat injuries and provide rehabilitation for the student athletes. The current whirlpools have to be cleaned and filled daily. There is no way to cool the water in the whirlpools, so ice has to be added to reach the desired temperature for rehab and treatments. The new whirlpools are self-cleaning, self-maintaining, and have temperature controls. They are custom designed and installed to fit our space and needs. These new whirlpools will take a lot less manpower to maintain and operate.

<b>Vendor</b>	<b>Cost</b>
Grimm Scientific	\$67,000

The vendor, Grimm Scientific Industries, is the sole source manufacturer for Cold2Warm Hydrotherapy Systems. The price quote is equal to the preferred pricing the vendor gives for other governmental agencies.

**FINANCIAL IMPLICATIONS:**

A project budget of \$67,700 has been established for this project. The funds are available through a combination of Capital Equipment funds at \$16,000 and athletic fundraising at \$51,700.

**RECOMMENDATION:**

President Farley recommends the Board of Regents approve the purchase and installation of the new whirlpools in the amount of \$67,700.

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Date

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Jerry B. Farley, President

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

SUBJECT: Agency of record for marketing services

DESCRIPTION:

A Request for Proposal (RFP) was recently issued for University marketing services. The current contract with The Frank Agency ended June 30, 2019. Marketing and communications are keys to branding the University and supporting the recruitment efforts and our enrollment growth strategy. Over the past four years partnering with The Frank Agency, the University has engaged in a variety of media, including print, television and digital. As additional niche vendors enter into the educational area, it is prudent for Washburn to look at a different model for marketing services to assist the University in its marketing and branding.

With the current contract ending, we reviewed our needs for marketing services. When we issued an RFP, we were looking for an agency of record that would serve as an overall service provider. The agency of record will serve as our chief brand strategist, partnering with vendors to ensure consistency of voice, message, and tone of our Washburn brand. Within the scope of the RFP, we made clear the agency of records should partner with other vendors, selected by the University, for niche services.

Additionally, we are in the process of developing a vendor list for use in niche marketing efforts. Creating a vendor list provides flexibility and allows the University to select an appropriate niche vendor, rather than the agency of record making the selection. The University can use local vendors when appropriate and work directly with the vendors, which will save costs.

Request for proposals were issued to 152 agencies. A pre-proposal conference was held with representatives from 18 agencies attending. We received proposals from 14 agencies. Following the initial evaluation of the proposals, four agencies were invited to make presentations: Harte Hanks, Jones Huyett Partners, The Frank Agency and Walz Tetrick.

The proposals were evaluated by a task force comprised of faculty members, faculty senate representatives, members from the Washburn Foundation, Public Relations, Washburn Tech, Athletics, School of Law, and Enrollment Management. The task force developed the metrics to evaluate agencies, determined which agencies to bring to campus for presentations, and provided feedback to the committee. A small committee of University employees reviewed all information and is making this recommendation.

Based on the evaluation of the proposals, presentations and feedback, the committee unanimously concluded Walz Tetrick can best provide the marketing services needed for the University while working with selected vendors for niche opportunities. The committee believes the Walz Tetrick agency was the strongest firm with proven educational experience and demonstrated a willingness to work with niche vendors. This firm will provide the University marketing strategy and planning, and will also refresh the Washburn brand by assisting in refining tone, message and feel.

The proposal from Walz Tetrick includes a blended agency rate of \$135 an hour, which means the same hourly rate for all services they would provide the University. There is no set regular fee, only fees charged per hour when work is requested. Given this rate and the ability to work with niche vendors, the University is better positioned to maximize marketing dollars to support recruitment and enrollment efforts. This agreement is only for services provided by Walz Tetrick as the agency of record and does not include any payments to them for third party vendors, i.e. TV commercial time, etc.

The proposed initial agreement is for a period of time to begin this fall and end June 30, 2022, with the option for three one-year extensions upon mutual agreement. The University requests permission to negotiate these terms with Walz Tetrick and to enter into a contract acceptable to both parties.

#### FINANCIAL IMPLICATIONS:

Total expected payments to Walz Tetrick for their services as the agency of record are not to exceed \$500,000 annually. If such payments would exceed that amount, additional Board approval will be sought to approve those expenditures. Funds are available within the approved budget for marketing services and advertising expenditures.

#### RECOMMENDATION:

President Farley recommends the Board of Regents authorize negotiation and approval to enter a contract for marketing services with Walz Tetrick for an initial period ending June 30, 2022.

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Date

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Jerry B. Farley, President