I. Call to Order

Chairperson Blair called the meeting to order at 9:00 a.m. in Morgan Hall Room 204 on the Washburn University campus.

II. Roll Call

Present were: Mr. Blair, Mr. Bunten, Mr. Lagerberg, *Mr. Lykins, *Ms. Marquardt, Mrs. Parks, *Mr. Roth, *Mr. Storey and Mrs. Warren.

*Participated via teleconference.

Request to Add Item to Agenda

Chairperson Blair requested the addition of an item, Associate of Science Degree in Occupational Therapy Assistant, to be added to the agenda. The item will become agenda item B. 3. This item is requested to be added to address necessary academic approval timelines. It was moved and seconded to approve the motion to include this item to the agenda. Motion passed.

III. Approval of Minutes of the January 29, 2010 meeting as mailed.

It was moved and seconded to approve the Minutes of the January 29, 2010 meeting as mailed. Motion passed.

IV. Officer Reports

A. Chair's Report

Chairperson Blair explained the March 12, 2010 meeting of the Board of Regents is cancelled. The business of that meeting was moved partially to today’s meeting, with the remaining items to be discussed at the meeting scheduled for April 9 at 3 or 4 pm. There will be a dinner in Executive Session afterwards to complete the annual review of the President. The review is being done early this year and Mrs. Warren has agreed to chair that item. A list of subjective questions will be mailed to the Regents to prepare for a general discussion.

B. President's Report

1. Spring enrollment is up approximately 300 students and approximately 3,000 credit hours. In the Fall 2009 semester Washburn was up 100 students and 1,000 credit hours. The Fall tuition revenue increase was neutral. This spring we will generate perhaps as much as $500,000 increased tuition revenue.
2. Sales tax notification. Washburn received notification that November sales tax revenue was $388,000 behind collections as compared to last year. December sales were up about $100,000 so we are $273,000 undercollected as compared to last year.

3. So far we are having a robust response to the Early Retirement Incentive Program (ERIP) with a month yet to receive notification of interested eligible faculty.

4. We appreciate the Regents’ flexibility to reschedule this meeting and their ability to have this telephone meeting.

V. New Business

Chairperson Blair inquired whether any Regent wished to have any item on the consent agenda pulled for separate consideration. Ms. Marquardt asked for clarification on the agenda item, Renewal and Extension of Topeka Neighborhood Revitalization Plan. President Farley shared this was a neighborhood program Washburn has been affiliated with as long as he can remember. Mr. Bunten shared this agreement is a program where the city identifies three low to moderate income neighborhoods for a three-year period to receive targeted infrastructure improvements such as sidewalk replacements. Chairperson Blair shared that Washburn receives the neighborhood tax income continuously, but if someone builds an improvement, we don’t get the tax on this improvement for the first 15 years. Then we would receive an increased tax base that is beneficial to Washburn.

It was moved and seconded to approve the items A. 1.-2. on the Consent Agenda. Motion passed.

As approved by action of the Board:

A. Consent Agenda:

1. Academic Sabbaticals 2010-2011
   Offering academic sabbaticals to: Penelope Weiner, Theatre, August 2010 to December 2010; Cecil Schmidt, Computer Information Science, January 2011 to May 2011; Glenda Taylor, Art, August 2010 to December 2010; Rachel Goossen, History, January 2011 to May 2011; Shirley Dinkel, School of Nursing, August 2010 to December 2010; Marguerite Perret, Art, January 2011 to May 2011; David Pierce, School of Law, August 2010 to December 2010; and Mary Kreiner Ramirez, School of Law, January 2011 to May 2011; and,

2. Renewal and Extension of Topeka Neighborhood Revitalization Plan
   The University to remain a signatory of the interlocal agreement reauthorizing and extending the Neighborhood Revitalization Plan.
B. Action Items:

1. Washburn Transformational Experience

President Farley shared the history of the WTE program, which has received accolades and criticism. Faculty Senate Academic Affairs reviewed the program this fall and forwarded a motion to the Faculty Senate to change the University Requirement for WTE to an optional program. Faculty Senate and then General Faculty approved the change. While President Farley recommends the WTE be an elective program, he still believes this is a signature program for the University.

Mrs. Parks asked if there will be a financial savings by accepting this motion. President Farley reminded the Regents that a budget reduction was previously approved in the FY10 budget. This program will go through the normal budget process as would any other program, and be evaluated based on student involvement. Mr. Storey reaffirmed the budgetary reduction in FY 2010 was from $800,000 to $500,000. President Farley is not proposing a further budget reduction at this time, but this will continue to be evaluated.

Mr. Storey asked if we support international travel for WTE and Mrs. Warren asked how these students are selected. President Farley confirmed that students completing an international WTE are eligible for financial support and explained there has been a process in place for several years for student selection. Financial support is provided for scholarly projects as well, regardless of whether these students are designated as Honors students. Mr. Storey asked about how much was spent last year on the WTE program. President Farley responded that between $400,000 and $500,000 was spent. Mr. Lagerberg asked when we will know what monies will be required to meet the needs of the program next year. President Farley explained the program will be evaluated throughout the year, including review of expenditures. Future budget will be based on our experience with the program.

Tom Prasch, President of the Faculty Senate, pointed out perceived differences between the Faculty Senate item and the proposed Board of Regents item. President Farley clarified the recommendation was to approve the Faculty Senate and General Faculty actions.

Rick Ellis, Director of the Community Service WTE component, spoke to the term, extenuating circumstances, in the agenda item. He explained his concerns about students who are in the Community Service WTE may ask for waivers right now. He has memorandum of agreements with community agencies that may not have students they need to accomplish the agreed upon activities this year. Mrs. Warren has asked whether thought has been put into the waiver process. President Farley explained there is debate on both sides of this issue. He shared we are in discussion with students about their continued participation in the program. There are a number of operational issues that will be worked on by the Vice President for Academic Affairs. We will try to encourage students to participate in WTE activities.

It was moved and seconded to approve the motion to make the WTE program an elective program. Motion passed unanimously.
2. Expenditures over $50,000

a. Renovation of Phi Delta Theta House

President Farley provided a history of this process. The Phi Delta Theta fraternity desires to continue to pursue renovating their structure. At the December Board of Regents meeting, it was decided to take the next step to get construction bids. After a review of contractors expressing interest in the project three companies were selected, two from Topeka and one from Lawrence. The three companies submitted bids. The least cost bid was McPherson Construction, who proposed an alternate air handling system to save additional costs. An initial review indicates the alternative HVAC system would not work in the building as it currently exists.

The agenda item identifies the construction costs, identified savings, other costs, and the $35,690 added by required code review for a total of $1,843,583. Fundraising includes the $1.5 million of pledged funds plus the $180,000 provided by Washburn University to purchase the house. Therefore, the project funding of $1.68 million leaves us $163,583 short. President Farley then recommended the Board of Regents authorize the President, in consultation with the Board Chair, to award the construction contract for the renovation of the Phi Delta Theta Fraternity House to McPherson Contractors, Inc. in the amount of $______ when either expenses and revenues for the project are in balance.

Further clarification was provided by President Farley and Vice President Wanda Hill. Bids will be held firm until May 17, 2010, which is the drop dead date to complete construction by Fall 2011. So now WEA will renew their fundraising efforts to see if additional funds can be secured. And further discussions will be pursued with the contractor, architect and engineers to determine if costs can be reduced.

The motion was moved and seconded. Further discussion included a comment by Mr. Storey who had obtained a property appraisal value of $215,440 from the county appraiser. He asked why the alternate HVAC was not acceptable. Vice President Hill shared it had to do with existing ceiling heights. The contractor and architect said additional engineered plans would need to be completed to determine whether the alternative system would work. Using the alternative HVAC system would result in a $175,000 cost reduction, but Vice President Hill explained the project would not realize all of these savings, due to the additional costs for new engineering drawings and potential construction expenses. President Farley affirmed these analyses would be included in the continuing evaluation over the next two months.

Ms. Marquardt recommended to remove the words “in the amount of $______” and the word “either” in the stated motion. The suggestion was accepted as an editorial improvement.

Mrs. Warren identified there were no contingency monies included in the project costs. Vice President Hill confirmed this statement, explaining the project has received a lot of additional scrutiny, and felt there was less concern about cost overruns. It was clarified that asbestos concerns have been addressed and taken care of.
The motion was approved with the suggested language change to remove the words “in the amount of $_____” and the word “either.” Motion passed with the abstention of Mrs. Warren.

b. Morgan Hall Summer 2010 HVAC Upgrades – Phase III

President Farley explained the process of receiving bids for this project and then accepting the lowest bid submitted by Ferrell Construction. He recommended the Regents approve the award of the contract to Ferrell Construction in the amount of $904,500 for the Morgan Hall Summer 2010 HVAC Upgrades – Phase III.

Mr. Bunten inquired whether this project was funded by the 3 Mill Fund or other financing. President Farley explained the project initially planned to be phased over a number of years and funded from the 3 Mill fund. The legislature authorized a program permitting Washburn to borrow money for the project at 0% interest rate. Thus the project can be completed now rather than being phased.

Mrs. Warren asked when Washburn University will pay the principal. Vice President Hill explained the repayment was over eight years and the first payment has already been made. President Farley expressed his appreciation to the Kansas Legislature for the program to accelerate this renovation, which would have occurred at a slower pace.

It was moved and seconded to approve the motion. Motion passed with the abstention of Mrs. Warren.

c. Washburn University Sanitary Sewer improvements – C10007

President Farley explained five contractors responded to requests for bids to install a new 10” line alongside and replacing the existing sewer line. Mrs. Warren asked if there was a plumber connected with the project and asked for clarification about a possible conflict of interest. The project will require minimal plumbing work which will be performed by the contractor. This contractor has no relationships which would create a conflict of interest. The low bid was accepted from Herrman’s Excavating. President Farley recommended the Regents approve the award of the contract to Herrman’s Excavating for the Sanitary Sewer Improvements Project.

It was moved and seconded to approve the motion. Motion passed.

3. Associate of Science Degree in Occupational Therapy Assistant

President Farley introduced the item, identifying it as another wonderful collaboration created by the School of Applied Studies. Dean Dunlap shared the development of the program following national accreditation guidelines. Funding for the first two years of the program will be provided by local hospitals and a Perkins grant. In the third year the program will be on its own financially. Janice Bacon will be the program director.
Mrs. Parks had a question about Lifetime Wellness as a required course. It was clarified this course will continue as a University requirement and be available to students in the program. Mr. Storey congratulated the School for a great job. Ms. Marquardt asked about admission requirements for the program. Janice Bacon explained the program will have admission requirements similar to other allied health programs, and will include a minimum 2.5 GPA, letters of recommendation, and a required minimum GPA while in the program.

It was moved and seconded to approve the motion. Motion passed.

It was moved and seconded to adjourn. Motion passed unanimously. The meeting adjourned at 9:58 a.m.

Cynthia Hornberger
Acting Secretary, Board of Regents