

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
April 9, 2020

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. Board members are present below through Zoom teleconference call. Members of the public are able to view the meeting through <http://www.youtube.com/washburnvideo>.

II. Roll Call

Present were: *Mr. Beck, *Ms. Buhler, Mr. Hoferer, *Mr. Klausman, *Mr. McGivern, *Mrs. Parks, *Mrs. Sourk and *Mrs. Van Etten. Regent de la Isla was not present.

* Present via Zoom teleconference call.

III. Approval of Minutes of the February 6, 2020 meeting

Upon hearing no requests for changes or objections to the minutes, the Minutes of the February 6, 2020 meeting were deemed approved by the Board Chair.

IV. Officer Reports

A. Chair's Report

Board Chair Hoferer thanked Dr. Farley and staff for the preparation and presentation for the recent work session.

B. President's Report

President Farley spoke about providing credit hours for students learning remotely. He said he is proud of faculty, along with Pedagogy specialists and IT support to move all classes to remote. The University never closed. Many colleagues have made great efforts to support persons in our community. Everyone did great work to make the changeover happen in two weeks.

Dr. Farley said our healthcare programs have donated supplies, such as masks and gowns, to our state and local health and safety organizations. They didn't have many, but passed out what we had.

President Farley reported a faculty member in the Art Department is creating face shields by using our 3-D printer. They did research first to make sure they would work.

Dr. Farley said the Ichabods Moving Forward, an organization run by students through the Washburn Alumni Association, helps students in need. This week they received 14 applications for assistance. Donations are made by alumni of Washburn.

President Farley reported the Washburn Small Business Development Center is working to advise local businesses about all the federal programs available that may have resources available to them. They are holding one-on-one meetings and webinars. Banks have been relying on this to help.

Dr. Farley indicated we are in the middle of advising students for classes next fall and this summer. Faculty is working hard to connect with students to have them re-enroll. Admissions is working to get new students to attend Washburn in the fall.

Dr. Farley reported teaching remotely is going well.

President Farley introduced the newly elected Washburn Student Government Association President Victoria Smith and newly elected WSGA Vice President Mayela Kampa. He said they are still holding meetings during this process to remain involved.

Dr. Farley said there will be more things happening. Things change almost daily. He said Faculty Senate President Rick Barker and the Faculty Senate took responsible actions to ensure our students can complete their academic courses.

C. Committee Report(s)

1. Budget/Finance Committee

Committee Chair Klausman reported the Committee met just prior to the Board meeting and heard about budget assumptions working forward. Klausman noted there was also discussion about the Capital Budget and Debt Service, and there will be a recommendation for approval of the Capital projects. Klausman asked Vice-President for Administration and Treasurer Chris Kuwitzky to restate the highlights of the committee meeting presentation. Mr. Kuwitzky noted that projects to be approved for Fiscal Year 2021 are based on monies received in Fiscal Year 2020, but we will still look at delaying some of those that are not urgent to ensure we can be flexible to address unknowns.

V. New Business

A. Consent Agenda

It was moved by Regent McGivern and seconded by Regent Van Etten to approve the Consent Agenda. Motion passed.

As approved by action of the Board:

- 1. Liquidated Claims Approval – January 2020**
- 2. Liquidated Claims Approval – February 2020**

3. Personnel

a. Emeriti

bestow the title Professor Emeritus to Dr. Kevin Charlwood, Dr. James Concannon, Dr. Shiao-Li Ding, Dr. Kanalis Ockree, Dr. David Pierce, Dr. William Rich, Dr. Nancy Tate and Dr. Sandy Tutwiler; Associate Professor Emeritus to Dr. Vickie Kelly; and Lecturer Emeritus to Ms. MaryAnn Wittman.

b. Eminentes Universitatis

bestow the status of Eminentes Universitatis to Linda Smith, Jacklyn Tomes, Ginger Webber, Heidi Crosland and Rene Akin.

Dr. Farley noted that this is a recognition for those faculty and staff who have given their time to help students for so long and are now retiring. You will hear about promotion and tenure of faculty and we hope they will be promoted for these honors when they retire 40 years from now.

B. Action Items

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

Board Chair Hoferer asked that we take the items together if no objection by Vice President for Administration and Treasurer Kuwitzky, who did not object. Mr. Kuwitzky stated that Washburn was very conservative in approving these projects so there will be over \$1.4 million available for adjustments as necessary. Kuwitzky noted that for the Falley Field project, that item will be coming back to the Board after bids are received.

Vice President Kuwitzky also wanted to acknowledge all the Information and Technology Systems department has done in the past few weeks in helping Washburn through the transition over to new computers.

It was moved by Regent Buhler and seconded by Regent Klausman to approve the capital projects and equipment purchase. Motion passed.

2. Resolution for Authorization of Kansas Municipal Investment Pool Transactions

Vice President for Administration and Treasurer Chris Kuwitzky presented the item. He said on March 9, Luther Lee started as the new Director of Finance and Controller. This item will allow Mr. Lee to sign official University documents.

It was moved by Regent Klausman and seconded by Regent Sourk to approve the resolution. Motion passed.

3. Programs

a. Bachelor of Education, Biology Secondary Education

This item was withdrawn from the agenda with the consent of the Board.

b. Bachelor of Education, English Secondary Education

Vice President for Academic Affairs JuliAnn Mazachek presented the item. She said students currently seeking a teaching degree with teaching in English need to complete over 130 credit hours to achieve degree. This change allows for a new pathway to take a maximum of 124 hours and still meet all requirements for accreditation. There are no additional costs related to this change.

It was moved by Regent Van Etten and seconded by Regent Buhler to approve the change to the degree program. Motion passed.

c. Minor, Technology Administration

Vice President for Academic Affairs JuliAnn Mazachek presented the item. She said this program focuses on application of technology in several areas including administration and leadership. This program will allow students majoring in a number of fields to understand the obstacles and opportunities due to technology in their fields. There are no additional costs for the addition of this program.

It was moved by Regent Van Etten and seconded by Regent McGivern. Motion passed.

d. New Technical Education Certificate Program – Logistics and Production Technician

Vice President for Academic Affairs JuliAnn Mazachek presented the item. She said this is a hybrid of other programs drawn together for this program to customize the needs of manufacturing plants and distribution centers in Shawnee County. This is done in cooperation with our local businesses and will be available at the Washburn Tech East campus. There would only be additional costs if enrollment increases dramatically.

It was moved by Regent Klausman and seconded by Regent Buhler to approve the program. Motion passed.

4. Tenure and Promotion Recommendations

Vice President for Academic Affairs JuliAnn Mazachek presented the item. She said normally faculty is invited to attend the meeting and be introduced, but this is not possible at this time.

Dr. Mazachek said she is honored to bring forth these persons for promotion and tenure. Promotion and tenure of these faculty helps Washburn continue to meet the needs of its students. Faculty are reviewed for teaching, scholarship and service. Faculty are reviewed by their Department, Dean, VPAA and Dr. Farley. Each academic unit has a specific rigorous process that each faculty member must go through for promotion and/or tenure.

It was moved by Regent Klausman and seconded by Regent Buhler to approve those up for tenure and promotion. Motion passed.

Dr. Mazachek added this is one of the most important decisions made at Washburn, and thanked the Board for their support of these faculty.

5. Expenditures over \$50,000

a. Nursing Simulation Equipment Purchase – Advanced Birthing Simulator

Vice President for Academic Affairs JuliAnn Mazachek presented the item. She said the importance of simulation programs has shown itself valuable during these times by using these simulations remotely. The School of Nursing has a current simulator that is wearing out and needs to be replaced. Two different grants would pay for the purchase, with one of those grants not being awarded yet. If the second grant is not approved, monies will be taken from other equipment items.

It was moved to approve the purchase by Regent Van Etten and seconded by Regent Buhler. Motion passed.

b. Microsoft Campus Agreement

Vice President for Administration and Treasurer Chris Kuwitzky presented the item. He said Agreement is for a license to use Microsoft software for all locations on campus and for all employees to use at home as well. This is the third and last year of a three-year agreement.

It was moved by Regent Sourk and seconded by Regent Klausman to approve license contract. Motion passed.

c. Roof Replacement Project for LLC

Vice President for Administration and Treasurer Chris Kuwitzky presented the item. He said this is Phase 2 of the LLC roof replacement project. Last year the Board approved Phase 1 for the North and East wings. This is for the South and West wings. The same contractor did work on Phase 1.

It was moved by Regent Buhler and seconded by Regent Sourk to approve the contract. Motion passed.

6. Policies

a. WUPRPM Policy Revision – Section E. Benefits

Vice President for Administration and Treasurer Chris Kuwitzky presented the item. He said both this policy revision and the next agenda item come from addressing COVID-19 issues. This policy change deals with the Leave Share program. This is to simplify the Board policy language and also to increase accessibility by aligning requirements to the Family Medical Leave Act. There have been only nine recipients over the past seven years, and the program has accumulated over 28,000 hours. There is no financial impact from this change. Implementation of this policy revision has already occurred with consent by the Board Chair subject to ratification by the full Board.

It was moved to ratify the policy revision by Regent Klausman and seconded by Regent Buhler. Motion passed.

b. WUPRPM Policy Revision – Section X. Risk Management and Safety

Vice President for Administration and Treasurer Chris Kuwitzky presented the item. He said the current policy addresses inclement weather only. The revision allows authority to take action in Extraordinary Circumstances, which will include inclement weather. There is no financial impact from this change. Implementation of this policy revision has already occurred with consent by the Board Chair subject to ratification by the full Board.

It was moved to ratify the policy revision by Regent Sourk and seconded by Regent Van Etten. Motion passed.

VI. Executive Session

Board Chair Hoferer moved to recess into executive session for 15 mins for legal advice on personnel matters and return in 15 minutes at 5:00 p.m. Regent Buhler seconded. Motion passed.

The Board recessed into executive session.

The Board reconvened in open session at 5:00 p.m. Board Chair Hoferer moved to go back into executive session for an 20 additional minutes and to return to open session at 5:25 p.m. Regent Beck seconded. Motion passed.

The Board reconvened in open session at 5:25 p.m.

It was moved by Regent Beck and seconded by Regent Buhler to approve an agreement with Dr. Weigand. Roll Call vote was taken. Only six members responded as present. Voting in favor of the motion were Regents Beck, Buhler, Sourk and Van Etten. Voting against the motion were Regents Hoferer and McGivern. Motion passed

The meeting adjourned at 5:35 p.m.

/s/

Marc Fried
Secretary, Board of Regents