

**WASHBURN UNIVERSITY OF TOPEKA**  
**BOARD OF REGENTS**  
**MINUTES**  
**June 26, 2013**

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**I. Call to Order**

Chairperson Klausman called the meeting to order at 4:01 p.m. in the Forum Room of the Bradbury Thompson Alumni Center on the Washburn University campus.

**II. Roll Call**

Present were: Mr. Klausman, Mr. Lykins, Mr. McGivern, Mrs. Parks, Mr. Sneed, Mrs. Sourk, Mr. Storey, Mrs. Trusdale and Mr. Wolgast.

**III. Approval of Minutes of the April 3, 2013 meeting**

It was moved and seconded to approve the Minutes of the April 3, 2013 meeting. Motion passed.

**IV. Officer Reports**

**A. Chair's Report**

Chairperson Klausman stated it was his last meeting as Chair of the Washburn Board of Regents and expressed his appreciation for the opportunity to serve as Chair over the past year. He also recognized and expressed appreciation to the two Regents leaving the Board, Dan Lykins and Bob Storey. Both Regent Lykins and Regent Storey expressed their appreciation for the opportunity to serve on the Board.

**B. President's Report**

President Farley reported the Mulvane Mountain/Plains Art Fair held on the campus June 1<sup>st</sup> and 2<sup>nd</sup> was successful and has always been a good fundraiser for the Mulvane Art Museum and brings in great artists to the area.

He also stated the School of Business students were again in the top twenty percent of the Major Field Test in Business, a test taken by 65 seniors and MBA students this year. He said it shows the high level of education students are getting at Washburn University and that while Washburn students consistently perform well, this year they scored in the top 20 percent in the nation.

Dr. Farley reported on the United Way participation and events which occurred this year.

He said the Institute of Technology also recently completed the Recycled Rides program from the Collision and Auto body program, which gives newly repaired and restored vehicles to families in need.

President Farley said a new project necessary to collect, analyze and use data is being headed by Dr. Cynthia Hornberger, Special Assistant to the President. He said it will be a multi-year effort and very complex. He said he would bring more to the Board as the project develops.

Dr. Farley announced the reception held just prior to the board meeting honoring Carol Vogel for her years of service with Washburn University. He said she is retiring after completing 44 years of service to Washburn University, first as a German language professor, and also for the last 39 years as the Equal Opportunity Director. He thanked her for her service and emphasized all she has contributed to Washburn University as also indicated by the number of service awards and accolades she has received while at Washburn. Carol made remarks and expressed her appreciation for having the opportunity to work at Washburn all these years with wonderful people and said serving Washburn for so many years has been a joy. Dr. Farley stated Ken Hackler, former University Counsel and Secretary to the Board, will fill the position on an interim basis while a national search is performed for a replacement.

Chairperson Klausman welcomed Mayor Wolgast to the Board of Regents, this being the Mayor's first board meeting. All welcomed him.

## **C. Committee Report(s)**

### **1. Budget/Finance Committee - Mr. Sneed**

#### **a. FY2014 General Fund Budget-Washburn University and Washburn Institute of Technology**

Regent Bill Sneed, Chair of the Budget and Finance Committee, reported the Budget and Finance Committee met on June 13, 2013 and voted to recommend the proposed budget at the next Washburn Board of Regents meeting. He then recognized Vice President for Administration and Treasurer, Rick Anderson to review and present the proposed budget. A motion was made and seconded to approve the recommendation of the Budget and Finance Committee. Motion passed.

#### **b. Public Budget -- Publish Notice of Hearing**

Motion was made and seconded to file the proposed FY 13-14 budget for hearing to take place at the Board of Regents meeting on July 18, 2013. Motion passed.

**c. Financing for the Comprehensive Energy Performance Contract - Mr. Anderson**

Vice President and Treasurer, Rick Anderson, presented the item asking the Board to approve the financing of the Comprehensive Energy Performance Contract previously approved by the Board, to include financing of \$10,000,000 for the improvements by U.S. Bank. Motion made and seconded to approve. Motion passed.

**2. Nominating Committee -- Mr. McGivern**

Regent McGivern reported the Nominating Committee recommends Regent Sneed for Chairperson for the 2014 fiscal year and Regent Sourk to serve as Vice-Chair. Motion was made and seconded to approve. Motion passed. Chairperson Klausman moved to appoint Lisa Jones, as Secretary to the Board for 2014 fiscal year; to appoint Rick Anderson, as Treasurer to the Board; and to appoint Cynthia Waskowiak as Assistant Secretary to the Board. Motion passed.

**D. Treasurer's Report - Mr. Anderson**

**1. Liquidated Claims Approval - March 2013**

A motion was made and seconded to accept. Motion passed.

**2. Liquidated Claims Approval - April 2013**

A motion was made and seconded to accept. Motion passed.

**V. New Business**

**A. Consent Agenda**

It was moved and seconded to approve the Consent Agenda. Motion passed.

As approved by action of the Board:

**1. Academic Programs - Dr. Pembroke**

**a. Create a Master of Studies in Law (M.S.L.) degree at Washburn Law School**

Creation of a Master of Studies in Law (M.S.L.) degree at the School of Law as outlined in the agenda item;

**b. Proposal for Graduate Council to replace Graduate Committee - Faculty Handbook/Faculty Senate Constitution Proposed Changes**

Changes in the Faculty Handbook regarding the Graduate Council as outlined in the agenda item;

**c. Delete Concentration in Coaching/Add Minor in Coaching in Kinesiology Department**

Deletion of the Concentration in Coaching and creation of Minor in Coaching in the Kinesiology Department as outlined in the agenda item;

**d. Personnel**

**1) Faculty/Staff Personnel Actions - Washburn University - Dr. Pembroke**

Unpaid leave of absence for academic year 2013-14 for William Foster (Associate Professor of Law) and Mark Norman (Director of Bands/Assistant Professor of Music); hire Michael Mapp as Interim Director of Bands/Assistant Professor of Music for one-year non-renewable; additional administrative duties in the CAS Dean's Office for Shaun Schmidt for one year ten month contract for 2013-14; position change from classified to administrative for Mela Lewandowski effective August 1, 2013; and,

**3. Washburn Institute of Technology Jobs & Innovative Industry Skills Training (JIIST) Equipment Purchase - Mr. Anderson**

The expenditure of Kansas Department of Commerce JIIST grant funds in the amount of \$57,992 for purchase of equipment from Snap-On Tools to be used at Washburn Institute of Technology.

**B. Action Items**

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

Dr. Farley presented the item and provided his support for continuing the governmental relations services of the firm of Pinegar, Smith & Associates, Inc. for fiscal year 2014. Chairperson Klausman and Vice-Chair Sneed abstained from voting for reasons of conflict of interest. A motion was made and seconded to approve. Motion passed.

**2. Clerical Classification Study and Revisions to Classified Compensation Schedule - Mr. Anderson**

Vice President for Administration and Treasurer, Rick Anderson presented the item. A motion was made and seconded to approve. Motion passed.

**3. Washburn Institute of Technology Tools and Tool Box Purchases - Mr. Anderson**

Vice President for Administration and Treasurer, Rick Anderson, presented the item. A motion was made and seconded to approve the item. Motion passed.

**4. Network Equipment Replacement/Upgrade - Mr. Anderson**

Vice President for Administration and Treasurer, Rick Anderson, presented the item. A motion was made and seconded to approve the item. Motion passed.

**5. Roof Replacement of the Bradbury Thompson Alumni Center - Project #900275 - Mr. Anderson**

Vice President for Administration and Treasurer, Rick Anderson, presented the item. A motion was made and seconded to approve the item. Motion passed.

**6. Roof Replacement on Building "C" at Washburn Tech - Project #CK1401 - Mr. Anderson**

Vice President for Administration and Treasurer, Rick Anderson, presented the item. Regent McGivern asked to postpone the vote since it is a sole source bid and questioned the reason it is a sole source bid. Mr. Anderson explained Washburn is tying up resources for such services in Topeka with the ongoing roof replacement project. Mr. McGivern suggested a re-bid of the project. Nelda Gaito, Architect, said the timing to do so before the opening of the new diesel program housed in the building would be very tight. Regent Sneed asked if there had been an engineer estimate to which Ms. Gaito replied yes and said the bid is in line with the estimate. Ms. Gaito explained that the roof is a single ply system which is no longer common and only two vendors in town perform this type of roofing service. She said the preliminary estimate of approximately \$300,000 was from JB Turner but they, as the only other vendor in town, could not do the job. With this explanation, a motion was made and seconded to approve the item. Motion passed.

**7. Relocation of Academic Advising to Mabee Library - Project #C14011 - Mr. Anderson**

Vice President for Administration and Treasurer, Rick Anderson presented the item and discussed the interrelationship of the Morgan renovation project and others to follow. He said the Academic Advising office needs to be cleaned out and moved

from Morgan Hall prior to the Morgan Hall renovation project and will be permanently relocated to the Mabee Library. Regent Sourk asked if there is enough room for the department in the library to which Mr. Anderson responded an off-site location will be used to move and store less frequently used books and periodicals in a climate controlled environment until the library is renovated and expanded. A motion was made and seconded to approve the item. Motion passed.

**8. Midwest Training Center Auto/Diesel Phase II Renovation - Summer 2013 - Change Order #1**

Vice President for Administration and Treasurer, Rick Anderson, presented the item. He said this is the second phase of the project in which they have come to discover unanticipated costs, although the project is still within overall budget. He explained in order to pay for the change order to address the unanticipated costs there will be cuts to the budget for furniture, fixtures and equipment.

Regent Storey asked about the bids discussed at the April 3<sup>rd</sup> meeting noting the low bidder was far lower than the next lowest bidder and questioned the reason. Ms. Gaito explained they are finding the buildings at Washburn Institute of Technology were not built to the standard as those on the Washburn University campus which is adding unanticipated costs. Dean of the Institute of Technology, Clark Coco discussed how it was also discovered the scope of the bid was missing necessary elements. Mr. Anderson explained the then Director of Facilities did not have enough people involved in the specifications for which he took responsibility. Dr. Farley said the University has engaged a representative to oversee the project as well as others. A motion was made and seconded to approve. Motion passed.

**9. Mailing Services Facility Relocation - Project #C14048 - Mr. Anderson**

Vice President for Administration and Treasurer, Rick Anderson presented the item. Regent McGivern questioned the price and inquired as to the return on the approximately \$100,000 to relocate the services when they will later be relocated under the Master Plan. Dr. Farley stated the Master Plan is set out in a timeline for several projects dependent on factors such as funding and that even if all goes as planned it will be four to five years before there will be available space in the indoor practice facility. A motion was made and seconded to approve the item. Motion passed.

**10. Renewal of Property Insurance Policy - Mr. Anderson**

Vice President for Administration and Treasurer, Rick Anderson, presented the item. A motion was made and seconded to approve. Motion passed.

**11. Resolution for Exemption from Senate Substitute for House Bill No.2052 - Ms. Jones**

University Counsel, Lisa Jones, presented the item. Director of Police, Dean Forster presented an overview of the Washburn University Police security practices. He noted the training exercises in the unfortunate event of an active shooter, stated all officers receive more than the required training each year of commissioned law enforcement officers in Kansas, and said they have an active cadet training program as well, which keeps officers current and sharp on their skills as they train others.

A motion was made and seconded to approve the resolution to exempt all buildings and facilities on the Washburn University and Washburn Institute of Technology campuses from the new concealed carry act for the next four years. Motion passed.

**12. KBI Building - President Farley**

Dr. Farley presented the item, stating the University has been in discussions with the Kansas Department of Administration and the Kansas Bureau of Investigation (KBI) to offer assistance in the KBI's need for a new forensic laboratory as the current building is inadequate for their needs. He stated that although Washburn University extended an offer to assist in the KBI's desire to lease land from Washburn for the building of the laboratory, the University became more involved during the last legislative session so that appropriations could be made to begin the design phase of the project. Dr. Farley explained the process and said that \$3.5 million was appropriated for the architect and design from the budget of the Kansas Department of Transportation (KDOT) on the condition KDOT get the \$3.5 million reimbursed when the project is financed. He asked for approval to solicit proposals for an architect and said Washburn would work closely with the KBI on the design. In addition, Dr. Farley said a "Construction Manager At Risk" would be identified and involved during the project. President Farley said the Topeka Public Building Commission is interested in assisting in the financing of the building and Washburn will try to work with the Public Building Commission on the project as well. A motion was made and seconded to approve. Motion passed.

**D. Information Item(s)**

**1. Report of Purchases between \$25,001 and \$50,000**

Chairperson, Jim Klausman recognized the Board had the information items to review and ask for questions. There were no questions.

## 2. Vision 2022 Update

Chairperson, Jim Klausman recognized the Board had the information on this item and had been involved in the process. He thanked Dr. Hornberger for her work on Vision 2022.

## VI. Executive Section

Chairperson, Jim Klausman, requested the Board meet in executive session for 10 minutes to discuss a pending legal matter and said there would be no action anticipated following the executive session. The Board went into executive session began at 5:15 p.m. The executive session ended and the board meeting resumed at 5:25 p.m.

Meeting was adjourned at 5:25 p.m.

/s/

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Lisa R. Jones  
Secretary, Board of Regents