

Washburn University of Topeka
Board of Regents
Agenda
KTWU Studio, Washburn University campus
Friday, 9/30/2011
4:00 - 6:00 PM CT

I. Call to Order Presented By: Chairperson Klausman

II. Roll Call

- A.**
Mr. Bunten
Mr. Klausman
Mr. Lykins
Mr. Moses
Ms. O'Toole
Mrs. Parks
Mr. Sneed
Ms. Sourk
Mr. Storey

III. Approval of Minutes of past meeting(s)

A. Minutes of July 22, 2011 meeting

072211.REGMIN - Page 3

B. Minutes of August 19, 2011 meeting

081911.REGMIN - Page 8

IV. Officer Reports

A. Chair's Report

B. President's Report

C. Committee Report(s)

1. Audit Committee

D. Treasurer's Report

1. Liquidated Claims Approval - July 2011

Liquidated Claims Approval - July 2011 - Page 10

2. Liquidated Claims Approval - August 2011

Liquidated Claims Approval - August 2011 - Page 11

V. New Business

A. Consent Agenda

1. Personnel Action - Administrative Staff

Personnel Action - Administrative Staff - Page 12

2. Faculty/Staff Personnel Actions

Faculty/Staff Personnel Actions - Page 13

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

Purchases between \$25,001 and \$50,000 - Page 14

B. Action Items

1. University Health Plan Renewal

University Health Plan Renewal - Page 16

Health Plan Rate Sheet - Page 17

2. Expenditures over \$50,000

a LED Scorer's Table Advertising Systems for the Athletic Department

LED Scorer's Table for Athletic Department - Page 18

b Computer Purchases for Washburn Institute of Technology

Computer Purchases for Washburn Institute of Technology - Page 19

c Welcome Center Addition/Renovation of Morgan Hall

Morgan Hall Welcome Center - Page 20

3. Washburn University Policies, Regulations and Procedures Manual - Harassment

Washburn University Policies, Regulations & Procedures Manual - Harassment - Page 21

4. Renewal of Insurance Policies

Renewal of Insurance Policies - Page 22

Insurance Policy Renewal Schedule 1 - Page 24

Insurance Policy Renewal - MHEC Executive Summary - Page 26

Insurance Policy Renewal Schedule 2 - Page 32

C. Information Item(s)

1. School of Law Building Project Program Refinement

School of Law Building Project - Page 34

2. Title IX/Gender Equity Review Committee Report

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
July 22, 2011

I. Call to Order

Chairperson Klausman called the meeting to order at 3:02 p.m. in Henderson Learning Resources Center Room 118 on the Washburn University campus.

II. Roll Call

Present were: Mr. Bunten, Mr. Klausman, Mr. Lykins, Mr. Moses, Mr. Sneed and Mr. Storey. Mrs. Parks arrived at 3:06.

III. FY 2012 Public Budget Hearing

Chairperson Klausman announced the public budget hearing would be postponed until the end of the meeting.

Chairperson Klausman declared the hearing on the University's public budget open at 4:05 p.m. and asked that anyone wishing to be heard to come forward. No person sought to be heard on the public budget. Chairperson Klausman declared the hearing closed.

It was moved and seconded to approve the public budget as presented in the agenda item. Motion passed.

IV. Approval of Minutes of the June 30, 2011, 2010 meeting as mailed.

It was moved and seconded to approve the Minutes of the June 30, 2011 meeting as mailed. Motion passed.

V. Officer Reports

A. Chair's Report

Chairperson Klausman announced it was his first meeting as the new Chairperson of the Board of Regents. Chairperson Klausman appreciated the assistance he received from President Farley, Special Assistant Cindy Hornberger, and Juli Mazachek, President of the Washburn University Foundation. Chairperson Klausman welcomed Regent Bill Sneed as a new member.

1. Discussion – Director's Desk

Chairperson Klausman raised the possibility of using Directors Desk software as a means of delivering agenda items and documents to Board members in place of paper. Juli Mazachek, Washburn University Foundation President, presented an example of the

system which she uses with the Foundation Board. She noted that it has greatly reduced the reliance on and expense of using Federal Express. Chairperson Klausman discussed the benefits of using the software, particularly for reducing paperwork that comes into the office. Regent Moses asked whether the information placed on Director's Desk can be saved on a flash drive or on a cloud and Dr. Mazachek answered in the affirmative. She further explained the security measures on the site stating it can be accessed wherever one is located in a secure manner. The cost of the software was discussed and it was noted by Dr. Mazachek that she is checking to see if it can be added onto the Foundation's platform to minimize cost.

Regent Sneed commented on a similar software that he has used and urged the Board to consider implementing the tool. Dr. Mazachek also noted that one can access documents as far back as when the Board member came onto the Board. The Board gets to decide what gets loaded. It was moved and seconded to implement use of the Director's Desk. Motion passed.

B. President's Report

President Farley reported that earlier in the week the Deans and Executive staff met to discuss the implementation of the Strategic Plan noting it was a productive meeting at which the sequence of the projects were discussed along with progress made on the projects.

C. Committee Report(s)

There were no committee reports..

D. Treasurer's Report

It was moved and seconded to accept the Treasurer's Report: **1. Liquidated Claims Approval – June 2011.** Motion passed.

VI. 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. Faculty/Staff Personnel Actions

Hire: Gail Ciesielski, Assistant Professor of Nursing at an annual salary of \$60,500; Susan Maendele, Lecturer of Nursing at an annual salary of \$52,000; Diana Seitz, Assistant Professor of Music at an annual salary of \$46,000; Mary Menninger-Corder, Assistant Professor of Nursing at an annual salary of \$60,500; Brian Bookwalter, Part-time Lecturer of Art at an annual salary of \$18,000; Benjamin Coates, Lecturer of Sociology at an annual salary of \$34,000; Katherine Crowell, Lecturer of Psychology at an annual salary of \$41,000; John Dahlstrand, Assistant Dean of Student Success & Retention at an annual salary of \$75,000; D. Jason Emry, Visiting Assistant Professor of Biology at an annual salary of \$42,000; Klaus Ladstaetter, Lecturer of Philosophy at an annual salary of \$35,000; H. Rusty Taylor, Director/Instructor, Respiratory Therapy

Program at an annual salary of \$75,000; Wally Thompson, Lecturer of Education at an annual salary of \$40,000; and Carla Tilghman, Lecturer of Art at an annual salary of \$36,000; change Laura Sidlinger, Lecturer of Nursing from 10 month Learning Ctr/MHC Coor to 9 month Lecturer at an annual salary of \$53,083; Mary Beth Fund, Part-time Lecturer of Nursing salary reduced to \$30,000 with half from KBoR and half from General Fund;

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

Award of contract to Cytek Media Systems, Inc. in the amount of \$32,150.00 for Hi-Definition plasma screen TV-display monitors for the Memorial Union; and, to All Signs Topeka, KS in the amount of \$25,887.60 for aluminum Washburn Logo installed at the north end of Yeager Stadium/Moore Bowl.

B. Action Items:

1. Proposed Board Meeting Dates – 2011-2012

Chairperson Klausman proposed the schedule of meeting dates for fiscal year 2012. It was moved and seconded to approve of the proposed meeting dates as sent to each of the Regents. Motion passed.

2. Expenditures over \$50,000

a. Replacement of 50 Ton Condenser for KTWU Building Air Conditioner - Project #C12015

Vice-President of Administration and Treasurer, Rick Anderson, presented the item for approval and answered questions stating this was the lowest bidder and is a local company.

b. Mobile DTV Equipment for KTWU

Vice-President of Administration and Treasurer, Rick Anderson, presented the item for approval. Duane Lloyd, KTWU Chief Engineer, answered questions stating the lowest bid was significantly lower because the company is the current provider and knows the system so well they were able to give a much lower price. All bidders were providing bids on the same equipment. Mr. Lloyd stated in response to Regent Moses' question that none of the bidders were local because the equipment is so specialized.

c. Engineering and Construction Administration Services for HVAC Modification at Mulvane Art Museum – Project #C12012

Vice-President of Administration and Treasurer, Rick Anderson, presented the item for approval. He stated that because of the nature of art museums requiring humidity control for proper preservation of certain art exhibitions, modifications of the current system are necessary to meet accreditation standards for museums.

It was moved and seconded to approve of all three expenditure requests over \$50,000. Motion passed.

3. School of Law Building Project Program Refinement

President Farley discussed the long range planning of the law school and stated the conclusion was that more space is needed to continue to provide high quality programs. Proposals were solicited from architects in the charette process that had previously come before the Board. Dr. Farley stated that ideas came from that process including the possible appearance of the law building, the square footage, and the potential cost of a new building or in the alternative, building renovation. He said that in order to take the next step Washburn needs to negotiate and hire one of the firms to further define the program statement, the absolute square footage needed, and the total cost of the project, one being for the cost of a new building and one for renovation of the existing building. Dr. Farley stated information could be obtained as early as this fall and then Washburn could pursue financing options such as bonds, debt, and potentially private donations. Tom Romig, Dean of the School of Law, echoed the statements made by Dr. Farley noting that the hiring of one of the architects would assist in determining what specifically is needed in square footage, what the cost will be of the options, and stated feedback would then be solicited from law faculty, staff and students. It was moved and seconded to proceed with hiring an architect. Motion passed.

4. Contracted Services with Pinegar, Smith & Associates, Inc.

It was moved and seconded to approve the contract submitted by Pinegar, Smith & Associates in the amount of \$84,000.00 to provide consultant services as outlined in the agenda item. President Farley reported the proposal is a continuation of the existing agreement with Pinegar, Smith & Associates, noting the important work the firm has provided Washburn this past year, stating Pinegar & Smith have lobbied locally and in Washington D.C. and are very engaged and helpful to Washburn University's efforts. Dr. Farley recommended Washburn continue using the services of Pinegar & Smith in the coming year in the same capacity as last year. Regents Klausman and Sneed abstained from the vote due to conflict of interest. Regent Moses asked if there was further discussion or questions. Regent Lykins expressed strong support and said that each university should have such legislative support as Pinegar & Smith have provided to Washburn, noting that the firm helped keep the state funding for Washburn which was almost lost. It was moved and seconded to approve the contract. Motion passed.

5. Digital Marketing and Website Redesign RFP

Special Assistant to the President, Dr. Cindy Hornberger, presented the recommendation of BarkleyREI as the low bidder for digital marketing and website redesign and implementation services. She introduced Chris Cox and Shawn Polowniak to give a presentation on redesigning the website.

Dr. Farley stated this project would be of benefit to recruitment and enrollment, but would greatly benefit the Alumni Association, the Washburn University Foundation, and for Dr. Hornberger to assist with community outreach, emphasizing the project is much broader than recruitment.

It was moved and seconded to award the bid to BarleyREI. Motion passed.

Regent Storey inquired about the lawsuits that he understood had been resolved. President Farley requested University Counsel, Lisa Jones, respond to the questions and brief the Board on the outcome of the recently concluded lawsuits. University Counsel reported that litigation in the case of a former employee had been completed on Thursday of this week, ending with a verdict in Washburn's favor. University Counsel reported that the lawsuits filed by the former Vice President of Administration and Treasurer and Vice President of Academic Affairs were dismissed by Stipulated Order of Dismissal filed on June 24, 2011. University Counsel reported that the terms of the settlement included a payment of \$82,500 to the former Vice President of Administration and Treasurer, and \$130,000 to the former Vice President of Academic Affairs with her simultaneous resignation of her tenured position at Washburn. Regent Moses asked whether the settlements were less than originally offered in severance to which University Counsel answered in the affirmative. Regent Klausman asked whether the settlement was paid in the entirety by the University's insurer, to which University Counsel answered in the affirmative.

Chairperson Klausman adjourned the meeting at 4:11 p.m.

/s/

Lisa R. Jones
Secretary, Board of Regents

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
August 19, 2011

I. Call to Order

Chairperson Klausman called the meeting to order at 4:03 p.m. in the Ward Martin Board Room of the Bradbury Thompson Alumni Center on the Washburn University campus.

II. Roll Call

Present were: Mr. Bunten, *Mr. Klausman, *Mr. Lykins, *Mr. Moses, *Ms. O'Toole, *Mrs. Parks, *Mr. Sneed, and Ms. Sourk.

* Participated via telephone conference call.

III. Washburn USW Local 307L-4 Memorandum of Agreement

President Farley presented the proposed Memorandum of Agreement between Washburn University and the USW Local 307L-4 as an agreement that benefits both the University and the bargaining unit. Dr. Farley reiterated the desire of the University to provide an educational environment with great facilities and a good Facilities Services staff. He noted the bargaining unit also desires to provide a comfortable and safe educational environment for the students, fair wages, and good, safe working conditions for their members. President Farley discussed the highlights of the proposed agreement. Included is the addition of a progressive discipline article, which identifies steps to address conduct without being purely punitive.

Dr. Farley noted that while there have been no wage increases for University employees in the last three years, prior to that time the wages for certain positions has become farther behind the market rate, resulting in some positions in the bargaining unit having wages significantly less than the market rate for those positions. The market comparisons are the city, the state and the local area school districts. He stated the three classifications in need of equity adjustment were the custodian, gardener or grounds crew, and maintenance technician positions. Dr. Farley stated that management proposed the entry rates in these areas be raised so the University can be competitive and bring in good employees. He noted there will not be wage increases for other employees in the unit just as there are no wage increases for the other employees of the University this year. Dr. Farley stated that he hoped this is the beginning of a better working relationship with the union and that he believed the proposal was good for all parties and recommended the Board ratify it.

Chairperson Klausman asked if there were questions. There being none, Regent Sneed made a motion to approve of the agreement, with Regent Parks seconding the motion. Regent Lykins noted he was glad the University is making these adjustments because even with the new pay raise it is still difficult to raise a family on the wages of these employees, even though the benefits might be better than the state benefits. Regent Buntun affirmed Regent Lykins' statement and added the University has an obligation to treat its employees as fairly as possible.

President Farley stated the funds for the wage increases will come from two bargaining unit positions that were vacant due to an inability to fill them. The motion passed.

The meeting adjourned at 4:15 p.m.

/s/

Lisa R. Jones
Secretary, Board of Regents

Agenda Item No. IV. D. 1. Washburn University Board of Regents

SUBJECT: Liquidated Claims Approval – July, 2011

DESCRIPTION: Attached is the list of claims processed for the month of July, 2011 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, 2011 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.

/s/

Rick Anderson, Vice President for Administration & Treasurer

WASHBURN UNIVERSITY

Fund #	Fund Name	Total Claims
1.	General Fund	\$1,569,563
2.	Debt Retirement & Construction Fund	-0-
3.	Building and Construction Fund	386,958
4.	Endowment Fund	-0-
5.	Student Loan Fund	1,000
7.	Tort Claim Fund	650
8.	Restricted and Agency Fund	122,582
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	70,914
	Sub-Total	2,151,667
	Payroll	2,709,914
	Payroll Withholding ACH Transactions	2,236,538
	*Wire Transfers (Investments)	-0-
	Total	\$7,098,119

WASHBURN INSTITUTE OF TECHNOLOGY

1.	General Fund	\$ 77,215
3.	Building and Construction Fund	12,002
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	2,435
13.	Government and Research Fund	6,838
	Sub-Total	98,490
	Payroll	199,325
	Payroll Withholding ACH Transactions	109,307
	Total	\$407,122

/s/

Date

Jerry B. Farley, President

Agenda Item No. IV. D. 2. Washburn University Board of Regents

SUBJECT: Liquidated Claims Approval – August, 2011

DESCRIPTION: Attached is the list of claims processed for the month of August, 2011 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, 2011 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.

/s/

Rick Anderson, Vice President for Administration & Treasurer

WASHBURN UNIVERSITY

Fund #	Fund Name	Total Claims
1.	General Fund	\$16,366,286
2.	Debt Retirement & Construction Fund	-0-
3.	Building and Construction Fund	568,418
4.	Endowment Fund	-0-
5.	Student Loan Fund	1,200
7.	Tort Claim Fund	83,954
8.	Restricted and Agency Fund	294,259
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	133,644
	Sub-Total	17,447,761
	Payroll	2,419,032
	Payroll Withholding ACH Transactions	1,926,908
	*Wire Transfers (Investments)	-0-
	Total	\$21,793,701

WASHBURN INSTITUTE OF TECHNOLOGY

1.	General Fund	\$96,497
3.	Building and Construction Fund	232,936
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	281
13.	Government and Research Fund	715
	Sub-Total	330,429
	Payroll	180,226
	Payroll Withholding ACH Transactions	100,090
	Total	\$610,745

/s/

Date

Jerry B. Farley, President

Agenda Item No. V. A. 1.
Washburn University Board of Regents

SUBJECT: Personnel Action – Administrative Staff

DESCRIPTION:

With the completion of the Whiting renovation and the creation of the “weight room”, a position, the Assistant Strength and Conditioning Coach position, was established. Recruitment for the position has recently been completed and the selected candidate, Joshua Duggleby, demonstrates education and experience that significantly exceed the basic qualifications. The market rate for someone with credentials such as Mr. Duggleby’s is higher than the established salary rate. Therefore, a \$4,000 increase in salary to \$28,000 is requested for the Assistant Strength and Conditioning Coach position.

FINANCIAL IMPLICATIONS:

Salary savings realized while the position has remained vacant will allow the existing budget to cover the increase for the current fiscal year. Next year the additional funds will be reallocated and/or identified from new revenue sources.

RECOMMENDATION:

President Farley recommends Board of Regents approval of the proposed increase in salary rate for the Assistant Strength and Conditioning Coach position.

/s/

Date

Jerry B. Farley, President

Agenda Item No. V. A. 2.
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
David Jensen	.75 FTE Practicum Coordinator/Lecturer of Social Work POSN 000359	New hire for 2011-12 AY.	Salary \$30,000; existing line \$23,966, \$6,034 from P99974.	Existing position in FY12.	Request Approval.
Shirley Dinkel	Associate Professor of Nursing/Interim Director of Student Health Services 12M POSN 000259	Taking on additional duties as Interim Director 9/1/11 to 6/30/12.	Additional \$40,000 (prorated) from POSN 000553.	Director of Student Health POSN 000553 vacant effective 9/1/11.	Request Approval.
Tracy Routsong	Chair/Associate Professor of Communication POSN 000047	Additional \$500 Administrative Stipend for change from Interim Associate Chair to Chair.	Additional \$500 from CAS Adjunct/Faculty Replacement A99999.	Correcting clerical error.	Information Only.
Jeremiah Ho	Visiting Associate Professor of Law POSN 000302.	New hire for 2011-12 AY.	Salary \$80,000.	Existing position in FY12.	Information Only.

RECOMMENDATION:

President Farley recommends approval of these personnel actions.

/s/

_____ Date

_____ Jerry B. Farley, President

Agenda Item No. V. A. 3.
Washburn University Board of Regents

SUBJECT: Report of Purchases between \$25,001 and \$50,000

BACKGROUND:

At the March 8, 2001 Board of Regents Budget and Finance Committee meeting, the administration presented an item for discussion to increase the Board expenditure approval limit from \$25,000 to \$50,000. The increase was approved by the Board of Regents at its May 9, 2001 meeting.

DESCRIPTION:

In compliance with that approval and to ensure the Board fully complies with its fiduciary responsibilities, the Board of Regents requested all items approved by the administration between \$25,001 and \$50,000 be listed each month and included for ratification as a Consent Agenda item.

FINANCIAL IMPLICATIONS:

These expenditures are in line with current year budgets.

RECOMMENDATION:

President Farley recommends the Board of Regents ratify the attached procurements.

/s/

Date

Jerry B. Farley, President

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

<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
Replace Hydraulic Lift Cylinder - Law School Elevator #14 - Facilities Services Project - Competitively bid - Award to lowest price bid meeting specifications - FY 2012 Capital Improvement Project	ThyssenKrupp Elevator Lenexa, KS	\$43,506
Replace cylinder - Washburn Tech Conference Center Elevator - Facilities Services Project - FY 2012 Capital Improvement Project	ThyssenKrupp Elevator Lenexa, KS	\$29,888
Endpoint Security and Control Software License Renewal for University Internet Network - ISS Department General Funds - 27 month agreement	SHI-Software House International Somerset, NJ	\$48,515
Annual Elevator Maintenance Agreement - Campus Wide - Facilities Services - General Funds	ThyssenKrupp Elevator Lenexa, KS	\$25,285
Replace Ceilings and Light Fixtures in Morgan Hall Suite 202 - Facilities Services Project - Competitively Bid - Award to lowest price bid meeting specifications - FY 2012 Capital Improvement Project	Bob Florence Contractors Topeka, KS	\$27,856

Agenda Item No. V. B. 1.
Washburn University Board of Regents

SUBJECT: University Health Plan Renewal

DESCRIPTION:

The University's Health Programs plan year with Blue Cross Blue Shield of Kansas is from November 1 to November 1 each year. The Benefits Committee and the Consultant, Mike Eichten, have reviewed the information provided by Blue Cross Blue Shield and are recommending no plan changes. Our rates are a direct result of the usage our group has experienced over this rating period, and utilization has been very favorable. Once again the University will fund the entire cost of the single, base plan premium for employees. The University will continue a four tier premium schedule which, in essence, provides income adjusted family and dependent coverage based upon salary to assist lower paid employees with family and dependent medical coverage. The University will continue two options – a base option and a buy-up option.

The attached Premium sheet shows the individual premium amounts, as well as those amounts paid by the University to continue the University's support of premiums for all four tiers of coverage.

FINANCIAL IMPLICATIONS:

The FY 12 Fringe benefits budget contains sufficient funds to cover the University's portion of the premiums.

RECOMMENDATION:

President Farley recommends Board of Regents approval to renew the University's Health Plans.

Date

/s/

Jerry B. Farley, President

PLAN	Base				Buy-Up			
	Single	Employee + Child/ren	Employee + Spouse	Family	Single	Employee + Child/ren	Employee + Spouse	Family
Salary >\$58,131 (Tier 1)								
Employee Pays for Buy-Up					\$24.88	\$56.32	\$54.07	\$85.55
Employee Pays for Self	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee Pays for Dependents	\$0.00	\$259.93	\$328.50	\$709.38	\$0.00	\$260.19	\$328.18	\$708.70
TOTAL for Employee	\$0.00	\$259.93	\$328.50	\$709.38	\$24.88	\$316.51	\$382.25	\$794.25
Washburn Pays	\$558.27	\$795.14	\$807.41	\$924.29	\$558.38	\$794.75	\$807.42	\$924.75
Total Premium	\$558.27	\$1,055.07	\$1,135.91	\$1,633.67	\$583.26	\$1,111.26	\$1,189.67	\$1,719.00
Salary <=\$58,131 (Tier 2)								
Employee Pays for Buy-Up					\$24.88	\$56.32	\$54.07	\$85.55
Employee Pays for Self	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee Pays for Dependents	\$0.00	\$228.74	\$289.50	\$614.18	\$0.00	\$220.87	\$289.21	\$613.58
TOTAL for Employee	\$0.00	\$228.74	\$289.50	\$614.18	\$24.88	\$277.19	\$343.28	\$699.13
Washburn Pays	\$558.27	\$826.33	\$846.41	\$1,019.49	\$558.38	\$834.07	\$846.39	\$1,019.87
Total Premium	\$558.27	\$1,055.07	\$1,135.91	\$1,633.67	\$583.26	\$1,111.26	\$1,189.67	\$1,719.00
Salary <=\$50,232 (Tier 3)								
Employee Pays for Buy-Up					\$24.88	\$56.32	\$54.07	\$85.55
Employee Pays for Self	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee Pays for Dependents	\$0.00	\$197.58	\$250.51	\$518.98	\$0.00	\$197.77	\$250.26	\$518.48
TOTAL for Employee	\$0.00	\$197.58	\$250.51	\$518.98	\$24.88	\$254.09	\$304.33	\$604.03
Washburn Pays	\$558.27	\$857.49	\$885.40	\$1,114.69	\$558.38	\$857.17	\$885.34	\$1,114.97
Total Premium	\$558.27	\$1,055.07	\$1,135.91	\$1,633.67	\$583.26	\$1,111.26	\$1,189.67	\$1,719.00
Salary <=\$41,929 (Tier 4)								
Employee Pays for Buy-Up					\$24.88	\$56.32	\$54.07	\$85.55
Employee Pays for Self	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee Pays for Dependents	\$0.00	\$164.43	\$208.62	\$419.89	\$0.00	\$164.59	\$208.41	\$419.48
TOTAL for Employee	\$0.00	\$164.43	\$208.62	\$419.89	\$24.88	\$220.91	\$262.48	\$505.03
Washburn Pays	\$558.27	\$890.64	\$927.29	\$1,213.78	\$558.38	\$890.35	\$927.19	\$1,213.97
Total Premium	\$558.27	\$1,055.07	\$1,135.91	\$1,633.67	\$583.26	\$1,111.26	\$1,189.67	\$1,719.00
Salary <=\$33,940 (Tier 5)								
Employee Pays for Buy-Up					\$24.88	\$56.32	\$54.07	\$85.55
Employee Pays for Self	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee Pays for Dependents	\$0.00	\$133.24	\$170.58	\$324.70	\$0.00	\$133.37	\$170.42	\$324.39
TOTAL for Employee	\$0.00	\$133.24	\$170.58	\$324.70	\$24.88	\$189.69	\$224.49	\$409.94
Washburn Pays	\$558.27	\$921.83	\$965.33	\$1,308.97	\$558.38	\$921.57	\$965.18	\$1,309.06
Total Premium	\$558.27	\$1,055.07	\$1,135.91	\$1,633.67	\$583.26	\$1,111.26	\$1,189.67	\$1,719.00
Salary <=\$26,042 (Tier 6)								
Employee Pays for Buy-Up					\$24.88	\$56.32	\$54.07	\$85.55
Employee Pays for Self	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee Pays for Dependents	\$0.00	\$101.09	\$129.68	\$224.63	\$0.00	\$101.19	\$129.55	\$224.41
TOTAL for Employee	\$0.00	\$101.09	\$129.68	\$224.63	\$24.88	\$157.51	\$183.62	\$309.96
Washburn Pays	\$558.27	\$953.98	\$1,006.23	\$1,409.04	\$558.38	\$953.75	\$1,006.05	\$1,409.04
Total Premium	\$558.27	\$1,055.07	\$1,135.91	\$1,633.67	\$583.26	\$1,111.26	\$1,189.67	\$1,719.00

Agenda Item No. V. B. 2. A. Washburn University Board of Regents

SUBJECT: LED Scorer's Table Advertising Systems for the Athletic Department

DESCRIPTION:

The Athletic Department is requesting approval to purchase four (4) new LED scorer's table systems for Lee Arena. The new LED scorer's tables will replace the existing static design tables with rotating signs which are 15 years old. The total purchase includes, four LED scorer's table systems, cabling, systems training, delivery and installation. The new scorer's tables will have more functionality with the capability of producing statistics, player images, and other game day atmosphere changes which the current tables cannot produce. The current rotating signs on the tables are frequently breaking down and not rotating during games preventing the complete advertising the sponsors have paid for during games. The new LED scorer's tables will create additional future revenue streams via new sponsorships while enhancing the game day experience.

Proposals were received from the following vendors:

<u>Vendor</u>	<u>Total Amount</u>
SignCo	\$95,980
Daktronics, Inc.	\$96,787

The existing scoreboard and display systems in Lee Arena are Daktronics products. The Request for Proposal requirements stated the LED scorer's table systems must be completely compatible and operational with the existing Daktronics scoreboard and display systems. The system proposed by SignCo is operated by a software package through a laptop computer. This system would only provide the displays for the four scorer's tables. It requires a dedicated operator for the laptop computer. Another operator is still required to operate the existing Daktronics Show Control system for the other existing display systems. With this set up, it would not be possible to program or schedule the advertising or game information through one system. In addition to coordinating the advertising through two systems, there is the expense of an additional operator for the laptop computer. For the upcoming basketball season, it would be approximately \$500. For subsequent seasons, volleyball matches will increase the amount along with any additional games or tournaments which may be scheduled.

Daktronics, Inc. submitted the best and lowest overall priced proposal meeting the specifications and requirements of the Request for Proposal.

FINANCIAL IMPLICATIONS:

Funding is available from the Athletics Department Marketing Agency Account 225010.

RECOMMENDATION:

President Farley recommends the Board of Regents approve an award of a contract to Daktronics, Inc.

/s/

Date

Jerry B. Farley, President

Agenda Item No. V. B. 2. B.
Washburn University Board of Regents

SUBJECT: Computer Purchases for Washburn Institute of Technology

DESCRIPTION:

Washburn Institute of Technology is requesting approval to purchase desktop and laptop computer systems for various departments and areas of the campus. The vendor is Hewlett-Packard Public Sector Sales with ISG Technologies of Topeka as the authorized Hewlett-Packard Agent/Reseller which was awarded the Washburn University contract for computer systems following a competitive bidding process and Board of Regents approval at the May 20, 2011 meeting.

Total amount of the purchase is \$83,621.

FINANCIAL IMPLICATIONS:

Funding will be through the FY2012 Technology Equipment fund.

RECOMMENDATION:

President Farley recommends approval to purchase technology equipment from Hewlett-Packard Public Sector Sales in the amount of \$83,621.

/s/

Date

Jerry B. Farley, President

Agenda Item No. V. B. 2. C.
Washburn University Board of Regents

SUBJECT: Welcome Center Addition/Renovation of Morgan Hall

BACKGROUND:

At the June 30, 2011 Board of Regents meeting, Vice President Anderson and President Farley discussed a proposed project for an addition and renovation to Morgan Hall for a Welcome Center and Student Success Center that would become the new “front door” to Washburn University.

DESCRIPTION:

The Welcome Center and Student Success Center will be a visible commitment by Washburn to promote the future success of its students. This project will enhance access to essential student services that promote student success. Board of Regents approval allowed the University to solicit proposals, conduct interviews and recommend an architectural firm to assist the University with program finalization and proceed into implementation of this part of the Strategic Plan. The Morgan Hall Building Committee interviewed three architectural firms and unanimously recommends GouldEvans to assist the University with its next project steps.

FINANCIAL IMPLICATIONS:

An expenditure, not to exceed \$195,000, from the FY 2009-2010 Capital Improvement Account.

RECOMMENDATION:

President Farley recommends Board of Regents approval to award a contract for architectural services for the Morgan Hall Welcome Center and Student Success Center to GouldEvans of Lawrence, Kansas.

/s/

Date

Jerry B. Farley, President

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

SUBJECT: Washburn University Policies, Regulations and Procedures Manual

DESCRIPTION:

Below is the revision to the Sexual Harassment and Harassment policies included in Subject A. General Topics of the Washburn University Policies, Regulations and Procedures Manual. This revision updates the current information found in the WUPRPM.

Subject A. General Topics

2. Sexual Harassment and Harassment Policy.

2.1 Responsibility. All individuals must be allowed to pursue their activities at the University free from sexual harassment, unwelcome sexual advances, *and sexual violence*. Such conduct will not be tolerated. All individuals must be allowed to pursue activities at the University free from harassment based on color, race, religion, age, national origin, ancestry, disability, sex, marital or parental status, genetic information, sexual orientation, or gender identity. Responsibility for maintaining a harassment free campus environment rests with all Employees and students, and others while on the University campus or involved in University-sponsored activities.

2.4 Sexual Violence Defined. Sexual violence refers to physical sexual acts perpetrated against an individual's will or where the individual is incapable of giving consent due to the victim's use of drugs or alcohol or an intellectual or other disability. Examples include, but are not limited to, rape, sexual assault, sexual battery and sexual coercion. (*new section*)

Comment: The United States Department of Education Office For Civil Rights has issued a Dear Colleague letter with guidance that, for purposes of Titles IX and VII prohibition of discrimination on the basis of sex, all policies must recognize and inform that "sexual violence" is a form of sexual discrimination. The law is Title IX of the Education Amendments of 1972, 20 U.S.C. Sections 1681 et seq.

The WUPRPM does not include information regarding sexual violence, therefore the revision to the EEO Sexual Harassment and Harassment policies is mandatory and will keep the University in compliance with the law.

FINANCIAL IMPLICATIONS: None

RECOMMENDATION:

President Farley recommends the Board of Regents approve the revision to the Sexual Harassment and Harassment policies of the Washburn University Policies, Regulations and Procedures Manual.

/s/

Date

Jerry B. Farley, President

Agenda Item No. V. B. 4.

Washburn University Board of Regents

SUBJECT: Renewal of Insurance Policies

DESCRIPTION:

The renewal date for the majority of the University's property and liability policies is October 1. In order to bind coverage and issue proper verification of coverage in a timely manner for the insurance renewal purchase, it was necessary to obtain preliminary approval from the Board Chair for the binding of insurance renewals prior to the September 30, 2011 Regents meeting. The renewals are presented to the Board by the administration for ratification and approval.

Each year the University's insurance broker, IMA of Kansas, Inc., uses their expertise to make sure the University has the best coverage at the lowest possible rate.

In 2008, the majority of the University insurance coverage was moved to Hanover Insurance Company. This move saved the University more than \$150,000 over the prior year premiums. This year, although Hanover is willing to renew the University's property coverage, the premium and deductible offered are much higher than last year. Hanover felt their rates were not adequate for the Kansas region due to past wind and hail claims. The rate increase was due to state-wide company experience and not Washburn's individual account experience. Renewing property coverage through Hanover would require a minimum deductible of \$50,000 for wind and hail and would cost nearly \$82,000 more than the expiring property premium.

In 1994, the Midwest Higher Education Compact (MHEC), of which Washburn University is a member, established the Master Property Program (MPP). This program is a regional collaborative venture that provides comprehensive property coverage, specifically tailored to the needs of college campuses, while reducing insurance costs. In the past, due to the low property rates the University has enjoyed, the MPP program was not advantageous for Washburn; however, using the MHEC program this year will result in considerable savings over the Hanover property renewal premium. The program consists of a primary limit of \$100,000,000 dedicated to each institution, and then shared excess layers up to a total limit of \$1.5 billion. A detailed description of the program is attached.

Hanover's automobile rates have been considerably below the market, so a rate increase was mandatory to continue coverage. Once again, the increase was not due to Washburn's loss experience. Submissions were sent to other markets and they could not compete with the Hanover renewal premiums.

Hanover's general liability, educator's legal liability, and umbrella rates have been considerably lower than those charged by other markets. IMA contacted United Educators, who indicated their premium would be approximately \$85,000 higher than the Hanover renewal premiums. Other markets could not compete with the pricing or coverage forms provided by Hanover.

Some of the Hanover liability premium increase is due to the employment practice liability claims. Also, the educator's legal liability deductible was increased from \$1,000 to \$10,000 due to these claims.

Hanover is in the process of moving away from writing workers compensation coverage and due to the University's loss experience was not willing to renew the University's policy. IMA has recommended United Heartland for the University workers compensation coverage, not only due to pricing but their aggressiveness in claims handling and risk control. Several other carriers quoted the workers comp but they could not compete with United Heartland's premium and services. The closest competition was Hartford who came in nearly \$50,000 higher than the United Heartland premium.

The list of renewal coverages and premiums compared with the current year are detailed on the attached schedules.

FINANCIAL IMPLICATIONS:

See attached schedules. Total premiums are consistent with FY 12 budget.

RECOMMENDATION:

President Farley recommends ratification of purchase of the insurance policies as shown on the attached schedules.

Date

/s/

Jerry B. Farley, President

PROPERTY AND LIABILITY INSURANCE

	2010 PREMIUMS	2011 PREMIUMS
General Fund		
Property	170,567	164,230
Boiler	15,528	Included
Inland Marine	46,394	Included
KTWU Property & Inland Marine	36,666	Included
Crime	7,431	8,174
Auto Physical Damage	2,381	Included
Total Property Insurance	278,967	172,404
Workers Compensation Insurance	312,468	375,921
TOTAL GENERAL FUND	\$ 591,435	\$ 548,325
 Tort Claim Fund		
Auto Liability	12,247	26,010 (incl phys damage)
General Liability	45,921	56,222
Pollution Liability	7,925	7,925
Educators Legal Liability	12,079	11,778
Umbrella	20,644	23,303
Aircraft Liability	7,000	7,000
Student Healthcare Professional Liability	13,685	18,952
Foreign Liability	4,489	5,061
	123,990	156,251
Sports Accident Insurance	83,600	77,500
TOTAL TORT CLAIM FUND	\$ 207,590	\$ 233,751
 IMA Brokerage Fee	 \$ 60,000	 \$ 60,000
GRAND TOTAL	\$ 859,025	\$ 842,076

Midwestern Higher Education Compact Program Details

- The Master Property Program was established in 1994 to broaden property insurance coverages, reduce premium rates and improved risk management services. The coverage form is designed specifically for institutions of higher education. The program structure and capacity allows members to respond to changing market conditions.
 - Lexington Insurance Company, a non-admitted insurer, underwrites the base program. A surplus lines tax of 6% applies to Kansas premiums and is included in the below premium summaries. Lexington Insurance Company has a AM Best's rating of A XV.
 - The program structure is described as follows: Policies are issued to each participating member, either individually or as a group. Each member retains an individual deductible that is applied to each occurrence. The group captive (Loss Fund) retains the next \$1,000,000 of per occurrence loss. The Loss Fund is comprised of the contribution that each member pays at inception of the policy year. Your first layer premium is \$155,977 which includes your annual loss fund contribution of \$44,641. Losses that exceed the member's deductible plus the \$1,000,000 loss fund are paid by Lexington Insurance Company up to \$500 million. Excess layers above this are insured by various other carriers. Attached are the Program Structure details and the institutions that have purchased the various excess layers. Below describes the layers and our recommendations.
 - All members receive their own \$100,000,000 per occurrence policy insured by Lexington Insurance Company. Above the primary \$100 million, a total of \$400 million in excess coverage is shared by all members on a per occurrence basis.
 - Three optional excess layers above the \$500 million shown above are available. Following are the additional layers:
 - \$500 million excess of \$500 million
 - \$250 million excess of \$1 billion; and
 - \$250 million excess of \$1.25 billion for a total shared limit of \$1.50 billion.
- We recommend that you purchase all the available excess limits, due to the sharing of limits in the Midwest area. The limits are shared with each member that has purchased that optional excess layer. Many members have not purchased all three options. Currently, Johnson County Community College has not purchased excess layers and they are the closest in proximity to Topeka. Attached is a list of participating institutions.
- They determine the pro rata sharing by the individual member's amount of loss percentage compared to the total loss for the single 72 hour occurrence. 72 hours of series of storms cells is considered one occurrence, so you could exhaust your

limits. There isn't a territory for these storm cells. Keep in mind, that the limits above \$100,000,000 are shared by other schools located in the Midwest. However, due to geographic proximity, of the perils listed it seems unlikely that many of them could affect multiple MHEC members and Washburn from the same "series of losses, disasters or casualties, arising out of one event. The exceptions may be tornado, windstorm, hail, flood and earthquake. However, considering each MHEC member affected would have their own \$100MM dedicated limit before tapping into the excess layers, the likelihood of Washburn not having limits available seems remote to say the least. The limits are per occurrence so they are reset after each 72 hour storm cell. Below is the 72 hour occurrence definition shown in your insurance policy;

The term "occurrence" shall mean, any one loss, disaster, casualty, or series of losses, disasters, or casualties, arising out of one event. When the term applies to loss or losses from the perils of tornado, cyclone, hurricane, windstorm, hail, flood, earthquake, volcanic eruption, riot, riot attending a strike, civil commotion, vandalism and malicious mischief, or terrorism, one event shall be construed to be all losses arising during a continuous period of 72 hours. When filing proof of loss, the Insured may elect the moment at which the 72 hour period shall be deemed to have commenced, which may not be earlier than the time when the first loss to covered property occurs.

- The total estimated annual premiums including taxes for all layers are shown below:

\$ 155,977	First \$500,000,000 layer
\$ 3,763	Next \$500,000,000 layer
\$ 2,501	Next \$250,000,000 layer
\$ <u>1,989</u>	Final \$250,000,000 layer
\$ 164,230	Total Premium for a limit of \$1,500,000,000.

Hanover's property and marine premiums total \$337,025, using the \$25,000 deductible option for the marine

- The program has a common expiration date of July 01, 2012, so the premiums would be short-termed as follows for the period of 10/1/2011 thru 7/1/2012:

\$ 120,059	First \$500,000,000 layer
\$ 2,814	Next \$500,000,000 layer
\$ 1,871	Next \$250,000,000 layer
\$ <u>1,488</u>	Final \$250,000,000 layer
\$ 126,232	Total Premium for a limit of \$1,500,000,000.

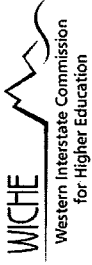
- The program does not include any provision for an assessment or fee in the event the loss fund aggregate is exhausted. There are no penalties for leaving the program, with the exception of forfeiting all or a portion of the dividend.
- All administrative and engineering fees are included.(reminder- there is no brokerage commission included for IMA).
- Members enjoy the potential for dividends in the form of seeing part of their contribution to the Loss Fund returned based on loss experience. The program has returned millions of dollars in dividends to its members in the past five years. The

dividends are not guaranteed and are first calculated 18 months after your policy expiration. 90% of the anticipated dividend is paid at this time.

- **We recommend changing the property and marine coverages from Hanover to the MHEC program. The MHEC program has broader coverage extensions and higher sub limits. The premium saving is substantial at \$172,795. In addition, Hanover has increased the wind and hail deductible to \$50,000 compared to \$25,000 with this program. In the past we have carried lower marine deductibles, but MHEC has a minimum deductible of \$25,000. Another benefit, is the inclusion of Builder's Risk coverage (property in the course of construction), which you can include at the program rate.**



Master Property Program



NEW ENGLAND BOARD OF HIGHER EDUCATION

Program Structure at July 1, 2011

\$250 Million excess of \$1.25 Billion Layer (Shared per Occurrence)

- Lexington Insurance Co.
- Participating Members: U of IL, U of MO and U of MN

\$250 Million excess of \$1 Billion Layer (Shared per Occurrence)

- XL Insurance America Inc.
- Participating Members: U of IL, U of MO and U of MN

\$500 Million excess of \$500 Million Layer (Shared per Occurrence)

- Commonwealth 15% Lloyd's 10%
- Liberty Mutual 10% RSUI 10%
- Swiss Re 25% Maiden Re 10%
- One Beacon 20%

Participating Members: No. Illinois U., U. of Minnesota, So. Illinois U., U. of Missouri, U. of Illinois, U. of Nebraska, U. of Wyoming and Loyola University

\$400 Million excess of \$100 Million Layer (Shared per Occurrence)

- Lexington Insurance Co.

Primary Layer (Dedicated per Occurrence, per Member)

- Lexington Insurance Co.

Captive Layer (Loss Fund)

- Lexington Insurance Co. \$1,000,000 per Occurrence
- \$6,425,270 Annual Aggregate

Member Deductible

Minimum \$25,000 (Range: \$25,000 to \$500,000)

\$250,000,000
Excess Layer
Per Occurrence (Shared Limit)

\$250,000,000
Excess Layer
Per Occurrence (Shared Limit)

\$500,000,000
Excess Layer
Per Occurrence (Shared Limit)

\$400,000,000 per Occurrence (Shared Limit)
Including \$150,000,000 Terrorism
Excluding Flood and Earthquake
\$100,000,000 Primary Layer
Per Occurrence Per Member Including
Flood (1) Earthquake (1) Terrorism

Captive Layer
\$1,000,000 Per Occurrence
\$6,425,270 Annual Aggregate

Member Deductible
(Minimum \$25,000)

Note: (1) Flood and Earthquake are subject to Annual Aggregates.

MARSH



Midwestern Higher Education Compact

Master Property Program

July 1, 2011 to July 1, 2012



MHEC states with institutions participating in the Master Property Program include Indiana, Illinois, Kansas, Michigan, Minnesota, Missouri, & Nebraska

In 2004, MHEC came to an agreement with the Western Interstate Commission for Higher Education (WICHE) and also reached a similar agreement with the New England Board of Higher Education (NEBHE) in June, 2009. As a result, MHEC now offers this Master Property Program to Institutions in the Western and New England regions. WICHE member institutions in Arizona, Colorado, Nevada, Oregon, Utah, Washington and Wyoming participate in the Program.

Participating Institutions as of July, 2011

ARIZONA	Pima County Community College <i>(Downtown, West, East, Desert Vista, Community, Northwest)</i>	MISSOURI	<u>Missouri State System</u> - Central Missouri State University - Harris-Stowe State University - Lincoln University - Missouri Southern State University - Missouri State University <i>(Springfield, West Plains)</i> - Missouri Western State University - Northwest Missouri State University - Southeast Missouri State University - Truman State University Saint Louis Community College <i>(St. Louis, Florissant Valley, Forest Park, Meramec)</i> University of Missouri <i>(Columbia, Kansas City, Rolla, St. Louis)</i>
COLORADO	The Colorado College	NEBRASKA	Nebraska State College System <i>(Chadron State College, Peru State College, Wayne State College)</i> University of Nebraska <i>(Lincoln, Kearney, Medical Center, Omaha)</i>
ILLINOIS	Aurora University <i>(Aurora, Lake Geneva)</i> Loyola University Roosevelt University <u>IPHEC (IL Public Higher Ed Cooperative)</u> - Chicago State University - Eastern Illinois University - Governors State University - Illinois State University <i>(Bloomington)</i> - Northeastern Illinois University - Northern Illinois University <i>(DeKalb, Hoffman Estates, Naperville, Rockville, Lorado Taft Field)</i> - Southern Illinois University <i>(Carbondale, Edwardsville)</i> - University of Illinois <i>(Chicago, Urbana-Champaign, Springfield)</i> - Western Illinois University	NEVADA	<u>Nevada System of Higher Education</u> - Community College of Southern Nevada <i>(Charleston, Cheyenne)</i> - Desert Research Institute <i>(Northern Nevada Science Ctr, Southern Nevada Science Ctr)</i> - Great Basin College - Nevada State College at Henderson - Truckee Meadows Community College - University of Nevada, Las Vegas - University of Nevada, Reno - Western Nevada Community College
INDIANA	Indiana Wesleyan University	OREGON	Lewis & Clark College Reed College Willamette University
KANSAS	Johnson County Community College	WASHINGTON	Seattle Pacific University
MAINE	University of Maine System	WYOMING	University of Wyoming
MASSACHUSETTS	Clark University of the East	UTAH	Westminster College
MICHIGAN	<u>M.U.S.I.C. (MI Univ. Self-Ins. Corp.)</u> - Central Michigan - Eastern Michigan University - Ferris State University - Grand Valley State University - Lake Superior State University - Michigan Technological University - Northern Michigan University - Oakland University - Saginaw Valley State University - Western Michigan University		
MINNESOTA	University of Minnesota <i>(Twin Cities, Crookston, Duluth, Morris)</i>		



MHEC Master Property Program Proposal for

Washburn University, Topeka, KS 66621				
Total Insured Values \$446,648,408 ⁽¹⁾				
Option	Policy Limit and Deductible	Annual Premium Costs (including fees and engineering)	Annual Loss Fund Contribution	Total Annual Program Costs ^(2, 3)
Base Program: \$500 million limit (includes \$100MM dedicated limit and \$400MM per occurrence shared limit)				
A	Deductible: \$25,000 per occurrence	\$ 101,826	\$ 44,641	\$ 146,467 plus est. surplus lines taxes of \$7,521
Excess Layers (optional): Limits shared with other participating members				
B	\$500MM xs \$500MM per occurrence shared limit	\$ 3,622	included	\$ 3,622 plus est. surplus lines taxes of \$141
C	\$250MM xs \$1 billion per occurrence shared limit	\$ 2,501	included	\$ 2,501
D	\$250MM xs \$1.25 billion per occurrence shared limit	\$ 1,876	included	\$ 1,876 plus est. surplus lines taxes of \$113

- NOTE:**
- (1) Includes PD value of \$360,573,408 and BI value of \$86,075,000 (both sums including inland marine exposures).
 - (2) The above costs include program loss control services from GRC and Marsh. These providers have been chosen by the MHEC Master Property Program based on their capabilities and cost effectiveness.
 - (3) A portion of the above placement is subject to surplus lines taxes. Taxes are estimated at approximately 6.0% of captive loss fund contribution and risk transfer premiums.

The above proposal represents a general description of the program proposed by MHEC, Marsh and Captive Resources. This proposal is only meant as a summary of the actual program. The information presented limits itself to the highlights of various coverages/restrictions and cannot be applied as a substitute for the actual insurance and/or service contracts. Further clarification of coverages, conditions, services or exclusions should be obtained from the specific contracts.

WASHBURN UNIVERSITY and WASHBURN INSTITUTE OF TECHNOLOGY
PROPERTY & CASUALTY INSURANCE
 October 1, 2011 Renewal

	2010 LIMITS	2010 PREMIUMS	2011 LIMITS	2011 PREMIUMS
Property - Midwest Higher Education Compact beginning 10/1/11				
Washburn	293,543,549	\$170,567	295,143,549	\$164,230
WIT	26,831,800		26,831,800	
Total	320,375,349		321,975,349	
Business Income including Extra Expense				
Washburn	\$71,819,296		\$76,586,000	
WIT	\$4,657,588		\$6,289,000	
Total	\$76,476,884		\$82,875,000	
Deductible - incl Flood & Earthquake - \$25,000				
Boiler & Machinery/Equip Breakdown - Up to Property Limit - \$25,000 deductible		\$15,528		Included
TOTAL PROPERTY	\$396,852,233	\$186,095	\$404,850,349	\$164,230
Inland Marine - Midwest Higher Education Compact beginning 10/1/11				
\$25,000 Deductible (beginning 10/1/11)				
Electronic Data Processing		\$19,800		Included
Washburn Hardware	\$10,077,991		\$10,077,991	"
WIT Hardware	\$1,265,903		\$1,265,903	"
Washburn Software	\$1,888,701		\$1,888,701	"
WIT Software	Included in HW		Included in HW	"
Telephone & Security Equipment	\$3,874,339	Incl in EDP	\$3,874,339	"
Grounds & Maintenance Equipment	\$1,862,492	\$6,651	\$1,911,192	"
Leased or Rented Equipment - \$450,000 each/\$750,000 max		Included		"
Stereo & Sound Equipment	\$349,063	\$419	\$349,063	"
Musical Instruments	\$1,483,840	\$1,780	\$1,483,840	"
Fine Arts	\$6,292,658	\$7,516	\$6,690,333	"
TV Camera & Equipment	\$93,032	\$322	\$93,032	"
Radios & Mobile Equipment	\$184,509	\$640	\$184,509	"
TV VCR Cameras & Projection Equipment	\$2,111,320	\$7,318	\$2,111,320	"
School of Nursing Health Van - Physical Damage - \$25,000 Ded (Beginning 10/1/11)	\$169,471	\$1,948	\$169,417	"
KTWU - Buildings & Contents (Wanamaker Rd & Moran) - \$2,500 Deductible	\$517,700	\$1,033	\$517,700	Included
Towers - \$25,000 Deductible	\$1,479,404	\$5,127	\$1,479,404	"
Transmitting & Studio Equipment - \$1,000 Deductible	\$6,501,315	\$22,534	\$6,501,315	"
Business Income	\$2,300,000	\$7,972	\$3,200,000	"
TOTAL INLAND MARINE	\$40,451,738	\$83,060	\$41,798,059	
TOTAL PROPERTY AND INLAND MARINE	\$437,303,971	\$269,155	\$446,648,408	\$164,230

WASHBURN UNIVERSITY and WASHBURN INSTITUTE OF TECHNOLOGY
PROPERTY & CASUALTY INSURANCE
October 1, 2011 Renewal

	2010 LIMITS	2010 PREMIUMS	2011 LIMITS	2011 PREMIUMS
Crime Policy - Hartford				
Employee Theft - \$10,000 deductible	\$2,000,000	\$7,431	\$2,000,000	\$8,174
Depositors Forgery or Alteration of Checks - \$5,000 deductible	\$500,000		\$500,000	
Theft, Disappearance of Money & Securities - \$5,000 deductible	\$830,000		\$830,000	
Computer & Funds Transfer Fraud - \$5,000 deductible	\$1,000,000		\$1,000,000	
Automobile - Hanover				
Bodily Injury & Property Damage Liability - \$1,000,000		\$12,247		\$26,010
Washburn	50 vehicles		50 vehicles	
WIT	Included		Included	
Comprehensive/Collision - \$500 deductible		\$2,381		Included
School of Nursing Health Van - Liability Included				
Garagekeepers Legal Liability \$100,000 - \$500 deductible				
General Liability - Hanover				
\$1,000,000 Each Occurrence/\$3,000,000 Aggregate - \$5,000 deductible		\$45,921		\$56,222
\$1,000,000 Employee Benefit Liability - \$5,000 deductible; 1st \$ defense				
Educators Legal Liability (Errors & Omissions) & Employment Practice Liability - Hanover				
\$1,000,000 Limit; 1st dollar defense; \$10,000 deductible (Inc from \$1,000 Efc 10/1/11)		\$12,079		\$11,778
Workers Compensation - United Heartland beginning 10/01/11				
Employers Liability - \$1,000,000; Deductible - \$10,000; Based on Payroll - subject to audit		\$312,468		\$375,921
Washburn	\$44,800,000		\$44,800,000	
WIT	\$1,907,387		\$1,907,387	
Excess Indemnity Policy (Umbrella) - Hanover				
\$5,000,000 Limit; Excess over general liability, auto, employers liability & educators legal liability		\$20,644		\$23,303
Non-Owned Aircraft Liability - Arch Insurance				
		\$7,000		\$7,000
Foreign Liability - Travelers - \$1,000,000 Limit; Incl. Foreign Travel Assistance Services				
		\$4,489		\$5,061
Pollution Liability - \$1,000,000 Limit - ACE (3 Year Prepaid Pol 11/3/08 to 11/3/11)				
	(annual premium)	\$7,925	(annual premium)	\$7,925
Student Healthcare - Professional Liability				
\$1,000,000 Each Claim / \$5,000,000 Aggregate Limit - based on # of students	1,053	\$13,685	1,619	\$18,952
IMA Fee				
		\$60,000		\$60,000
SUBTOTAL		\$775,425		\$764,576
Sports Accident Insurance - Columbian Life - Excess over athlete's personal insurance				
		\$83,600		\$77,500
\$2,000 ded Excess Accident Med Exp - \$75,000 (NCAA policy takes over at \$75,000)				
TOTAL		\$859,025		\$842,076

Agenda Item No. V. C. 1.
Washburn University Board of Regents

Information Item

SUBJECT: School of Law Building Project Program Refinement

BACKGROUND:

At the July 22, 2011 Board of Regent's meeting, President Farley discussed the outcome of the School of Law Design Charette and the desire to take the next step to further define the program statement, absolute square footage needed, and total cost of the project for either a new building or renovation and addition to the existing building. The Board of Regents approved proceeding with hiring an Architectural firm to assist the University and School of Law with the next step.

DESCRIPTION:

The Law School Building Committee conducted phone interviews with the top two firms from the design charette, SaylorGregg and SHW Group. These interviews provided an opportunity for the building committee to ask more in-depth questions of each firm to insure a good fit for this major building project. The Building Committee unanimously selected SHW Group to assist the University and the School of Law with the next steps.

FINANCIAL IMPLICATIONS:

As noted in the prior agenda item, fees associated with the refinement process are not expected to exceed \$120,000 and will be funded from FY10 School of Law reserves.