

KANSAS BOARD OF REGENTS

November 19-20, 2008

2008-2009

Donna Shank, Chair
Jill Docking, Vice Chair

STANDING COMMITTEES

Academic Affairs

Gary Sherrer, Chair
Christine Downey-Schmidt
Dick Hedges
Janie Perkins

Fiscal Affairs and Audit Committee

Janie Perkins, Chair
Jerry Boettcher
Dan Lykins
Bill Thornton

Regents Retirement Plan

Dan Lykins
Jerry Boettcher

The Kansas Board of Regents shall pursue measurable continuous improvement in the quality and effectiveness of the public postsecondary educational system in Kansas, while expanding participation for all qualified Kansans. To achieve that mission, the Board will demand accountability, focus resources, and advocate powerfully.

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**KANSAS BOARD OF REGENTS
MEETING SCHEDULE**

November 19-20, 2008
Curtis State Office Building
1000 S.W. Jackson, Suite 520
Topeka, KS

Wednesday, November 19, 2008

- 9:00 – 10:00 a.m. System Council of Chief Academic Officers – *Suite 530*
- 10:00 – 10:30 a.m. Council of Chief Academic Officers – *Suite 530*
- 10:30 – 11:00 a.m. System Council of Presidents – *Suite 530*
- 11:00 – 12:00 noon Council of Presidents – *Suite 530*
- 11:00 – 12:00 noon Council of Faculty Senate Presidents – *Conference Room A*
- 12:00 – 1:15 p.m. **Lunch – Board of Regents and President Robinson** – *Conference Room B*
- 12:00 – 1:15 p.m. Lunch – Council of Chief Academic Officers – *Kathy Rupp Conference Room*
- 1:30 p.m. **Board of Regents** – *Board Room*
- 4:00 p.m. or Adjnmt Council of Faculty Senate Presidents – *Conference Room B*
- 4:00 p.m. or Adjnmt Students' Advisory Committee – *Kathy Rupp Conference Room*
- 6:00 p.m. **Dinner – Board of Regents and President Robinson** – *Chez Yasu, 2701 S.W. 17th, Topeka, KS*

Thursday, November 20, 2008

- 8:00 – 9:00 a.m. **Breakfast – Board of Regents and Students' Advisory Committee** – *Suite 530*
- 9:15 a.m. **Board of Regents** – *Board Room*
- 11:30 a.m. **Lunch – Board of Regents and President Robinson** – *Conference Room B*

**KANSAS BOARD OF REGENTS
AGENDA
November 19-20, 2008
1000 S.W. Jackson, Suite 520
Topeka, KS**

WEDNESDAY, NOVEMBER 19, 2008

I. CALL TO ORDER

Chairman Donna Shank

- A. Approve Minutes/Board Meeting on October 15-16, 2008

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II. REPORTS

- A. Introductions
- B. Report from the Chair
- C. Report from the President and CEO
- D. Report from System Council of Presidents

**Chairman Donna Shank
President Reggie Robinson
President Lane/President Burke**

III. APPROVAL OF CONSENT AGENDA

- A. *Academic Affairs*
Regent Gary Sherrer

**Gary Alexander
Vice President for Academic Affairs**

- 1. Approve Community College Request for Approval of New Degree Program for Hutchinson Community College Associate of Applied Science in Respiratory Therapy (CIP 51.0908)

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IV. CONSIDERATION OF DISCUSSION AGENDA

- A. *Academic Affairs*
Regent Gary Sherrer

**Gary Alexander
Vice President for Academic Affairs**

- 1. Act on Performance Agreements

Page 24

- B. *Fiscal Affairs and Audit*
Regent Jill Docking

**Diane Duffy
Vice President for Finance and Administration**

**Julene Miller
General Counsel**

- 1. Adopt Policy Requiring Background Checks for Board Office Employment Candidates and Approve Implementation Plan

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C. *Other Matters*

**Reggie Robinson
President and CEO**

1. Consider Admissions Task Force Recommendations

**Kip Peterson
Director of Government Relations and Communications**

2. Act on 2009 Kansas Board of Regents Legislative Initiatives

**Reggie Robinson
President and CEO**

3. Discuss Strategic Agenda for Higher Education in Kansas: Five Questions

THURSDAY, NOVEMBER 20, 2008

V. REPORTS

- A. Introductions
- B. Report from Council of Presidents
- C. Report from Council of Faculty Senate Presidents
- D. Report from Students' Advisory Committee

**President Don Beggs
Dr. Larry Spurgeon
Lydia Peele**

VI. APPROVAL OF CONSENT AGENDA

- A. *Academic Affairs*
Regent Gary Sherrer

**Gary Alexander
Vice President for Academic Affairs**

1. Approve Request for a Master of Art in Teaching – WSU *Page 33*
2. Approve Request for a Master of Science in Computer Networking – WSU *Page 38*
3. Approve Request for Master of Science in Atmospheric Science – KU *Page 42*
4. Approve Request for Master of Science in Entrepreneurship – KSU *Page 46*

- B. *Fiscal Affairs and Audit*
Regent Jill Docking

**Diane Duffy
Vice President for Finance and Administration**

**Eric King
Director of Facilities**

1. Amend FY 2009 Rehabilitation & Repair List – KSU *Page 53*

- C. *Retirement Plan Committee* **Madi Vannaman**
Regent Dan Lykins **Staff Affiliate**

1. Amend the Investment Policy Statement for the Mandatory Retirement Plan *Page 54*

VII. CONSIDERATION OF DISCUSSION AGENDA

- A. *Academic Affairs* **Gary Alexander**
Regent Gary Sherrer **Vice President for Academic Affairs**

1. Amend Spoken English Language Competency of Faculty and Graduate Teaching Assistants (SPEAK/TSE) *Page 60*
2. Approve Request to Seek Accreditation of the Certificate Program in Advanced Education in General Dentistry – WSU *Page 63*
3. Accept Qualified Admissions Report *Page 65*

- B. *Fiscal Affairs and Audit* **Diane Duffy**
Regent Jill Docking **Vice President for Finance and Administration**

1. Receive FY 2010 Housing and Food Service Rate Adjustments Submitted by State Universities (FIRST READING) *Page 69*

Eric King
Director of Facilities

2. Authorize Naming of Baseball Clubhouse Facility – KU *Page 97*

Julene Miller
General Counsel

3. Authorize the Sale of Real Property – KSU-Salina *Page 98*
4. Approve Memorandum of Agreement between Wichita State University and Service and Maintenance Unit/Kansas Association of Public Employees – WSU *Page 100*
5. Adopt Bond Resolution/Jayhawker Towers – KU *Page 102*

C. *Retirement Plan Committee*
Regent Dan Lykins

Madi Vannaman
Staff Affiliate

1. Adopt New Mandatory Plan Document, New Voluntary Plan Document and Amend Retirement Plan Policy

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D. *Other Matters*

Reggie Robinson
President and CEO

1. Receive Report on University Efficiency Measures – ESU
2. Receive Report on University Efficiency Measures – WSU
3. Receive Update on Kansas State University Presidential Search
4. Receive Update on Pittsburg State University Presidential Search
5. Discuss Johnson County Educational Triangle (JCET)

VIII. ADJOURNMENT

WEDNESDAY, NOVEMBER 19

I. CALL TO ORDER

Chairman Donna Shank

- A. Approve Minutes/Board Meeting on October 15-16, 2008

**KANSAS BOARD OF REGENTS
MINUTES
October 15-16, 2008**

The October 15, 2008, meeting of the Kansas Board of Regents was called to order by Chairman Donna Shank at 1:30 p.m. The meeting was held in Board offices located in the Curtis State Office Building, 1000 S.W. Jackson, Suite 520, Topeka. Proper notice was given according to law.

MEMBERS PRESENT:

- Donna Shank, Chairman
- Jill Docking, Vice Chairman
- Jerry Boettcher
- Christine Downey-Schmidt
- Dick Hedges
- Dan Lykins
- Janie Perkins
- Gary Sherrer
- Bill Thornton

APPROVAL OF MINUTES

Regent Downey-Schmidt moved that the minutes of the September 17-18 meeting and October 6 special conference call meeting be approved. Following the second of Regent Lykins, the motion carried.

REPORTS

REPORT FROM CHAIR

Chairman Shank reported on her activities this past month. She attended the candidate forum held in Manhattan last week and more recently, attended the ESU campus visit. Later in the month, she will participate in a Women in Leadership seminar being held in New York and plans to attend the legislative reception prior to the KU/KSU football game.

REPORT FROM PRESIDENT AND CEO

President Robinson attended the campus visit at Fort Hays State University and called attention to the announcement of the Kansas Welding Institute being sponsored jointly by Fort Hays State University and the North Central Kansas Technical College. He also participated in the Emporia State University campus visit. He traveled to Manhattan for the legislative working lunch and plans to go to Pittsburg and Wichita early the next week for two more working lunch sessions. Mr. Robinson, along with Bill

Wagnon, spoke to a group of Kansas Independent College Association leaders regarding the P-20 Council.

Tyler Hughes, Student Body President at Fort Hays State University, was invited by President Robinson to make a special presentation. The FHSU Student Government sold lemonade to support higher education and promote awareness of budget cuts and impact on students. Profits from the lemonade sale totaled \$119.49 and the proceeds were accepted by Chairman Shank on behalf of the Board of Regents.

APPROVAL OF CONSENT AGENDA

Regent Perkins moved, with the second of Regent Thornton, that the Consent Agenda be approved. The motion carried. The following programs received approval:

Academic Affairs

ADDITIONAL DEGREE GRANTING AUTHORITY FOR BELLEVUE UNIVERSITY

Bellevue University received approval to offer a Bachelor of Science in Management and Master of Arts in Management with degrees awarded at its Johnson County campus. Bellevue must re-apply annually for its Certificate of Approval and any reference in the institution's publications or communications to the Kansas Board of Regents should refer to the Board's issuance of a Certificate of Approval stating that the school is approved to provide instruction in the state of Kansas.

ADDITIONAL DEGREE GRANTING AUTHORITY FOR BROWN MACKIE COLLEGE

Approval was given to Brown Mackie College to offer 1) an Associate of Applied Science in Health Care Administration, 2) an Associate of Applied Science in Occupational Therapy Assistant, and 3) an Associate of Applied Science in Veterinary Technology with degrees being awarded at its Salina and Overland Park campuses. Any reference in the institution's publications or communications to the Kansas Board of Regents should refer to the Board's issuance of a Certificate of Approval stating that the school is approved to provide instruction in the state of Kansas. Brown Mackie must re-apply annually for its Certificate of Approval.

ADDITIONAL DEGREE GRANTING AUTHORITY FOR NATIONAL AMERICAN UNIVERSITY

Approval was given to National American University to offer the following new programs: 1) Bachelor of Science in Criminal Justice, Wichita and Overland Park campuses, 2) Associate of Applied Science in Criminal Justice, Wichita and Overland Park campuses, 3) Bachelor of Science in Applied Information Technology, Wichita and Overland Park Campuses, 4) Associate of Applied Science in Medical Administrative Assistant, Wichita campus, and 5) Associate of Applied Science in Medical Assistant, Wichita Campus.

National American University must re-apply annually for its Certificate of Approval and any reference in the institution's publications or communications to the Kansas Board of

Regents should refer to the Board's issuance of a Certificate of Approval stating that the school is approved to provide instruction in the state of Kansas.

ADDITIONAL DEGREE GRANTING AUTHORITY FOR AMERICAN PUBLIC UNIVERSITY SYSTEM

American Public University System received approval to offer the following programs: 1) Associate of Arts in Accounting, 2) Associate of Arts in Business Administration, 3) Associate of Arts in Communications, 4) Associate of Science in Computer Applications, 5) Associate of Arts in Counter-Terrorism Fundamentals, 6) Associate of Arts in Explosive Ordinance Disposal, 7) Associate of Science in Fire Science, 8) Associate of Science in Public Health, 9) Associate of Arts in History, 10) Associate of Arts in Hospitality, 11) Associate of Arts in Early Childhood Care and Education, 12) Associate of Arts in Military History, 13) Associate of Science in Paralegal Studies, 14) Associate of Arts in Personnel Administration, 15) Associate of Arts in Real Estate Studies, 16) Associate of Arts in Weapons of Mass Destruction Preparedness, 17) Associate of Science in Database Applications, and 18) Associate of Science in Web Publishing.

Any reference in the institution's publications or communications to the Kansas Board of Regents should refer to the Board's issuance of a Certificate of Approval stating that the school is approved to provide instruction in the state of Kansas. The American Public University System must re-apply annually for its Certificate of Approval.

President Robinson addressed the issue of private institutions seeking program approval for programs already available through a Kansas university, community college, or technical college. Colby Community College inquired about the program proposal submitted by Brown Mackie College because that program is currently available through Colby. Mr. Robinson reported that the private institutions have authority to operate in Kansas and, in a consumer protection role, the Board of Regents functions as a regulator to determine only whether the institution has the capacity and commitment to deliver the proposed program.

CONSIDERATION OF DISCUSSION AGENDA

TASK FORCE REPORT/KANSAS BOARD OF REGENTS ADMISSIONS TASK FORCE

Regent Sherrer, Chairman of the Admissions Task Force, briefed the Board on the work of the Task Force and presented its recommendations. Those recommendations are as follows:

State University Admissions/Data

1. Unanimously recommends that the Board implement annual data collection and reporting on the impact of the specific QA criteria, with particular emphasis placed on tracking the success of students once they have enrolled in postsecondary education.
2. Recognizing the changing demographics of Kansas, recommends continued annual data collection and reporting on diversity, in particular data on student enrollment that reflects these changing demographics.

State University Admissions/Admission Standards

3. In order to position Kansas for the 21st Century and beyond, unanimously recommends that admissions standards be removed from the statute and that the Board be given authority to establish admission standards.
4. Recommends that resident and non-resident home-schooled and other students from non-accredited schools be admitted with qualifying ACT or GED test scores.
5. Recommends that the QA pre-college curriculum be updated, specifically the technology requirement.
6. Recommends that non-resident students admitted in the conditional admissions category be allowed to continue at the institution as long as they meet the academic requirements of the institution.
7. Recommends that algebra taken in middle school count toward satisfying the Board's QA curriculum requirements. The Task Force further supports adoption of a pre-college curriculum that requires successful completion of a math course in the senior year of high school.
8. Recommends electronic reporting of the pre-college curriculum on all high school transcripts.

Transfer

9. Strongly supports continuation of the Core Outcomes project in light of the increasing trends of students who come to a university with transfer credits, or are earning transfer credits while enrolled at a university.
10. Recommends the development of an exception window for transfer students.

Concurrent Enrollment

11. Supports the concept of concurrent enrollment and recommends continued study to investigate the concerns and benefits expressed by constituents on concurrent enrollment issues. Further recommends review of existing and future study results and revision to policy, as necessary, to address quality issues.

Regent Boettcher moved that the Admissions Task Force Report be accepted. Following the second of Regent Docking, the motion carried.

Academic Affairs

NEW DEGREE GRANTING AUTHORITY FOR MIDWAY COLLEGE

Regent Perkins moved, with the second of Regent Hedges, that Midway College be given new degree-granting authority for its on-line offerings for a Bachelor of Arts in Organizational Administration and Leadership and a Bachelor of Arts in Homeland Safety Corporate

Management and Assessment. The motion carried. Any reference in the institution's publications or communications to the Kansas Board of Regents should refer to the Board's issuance of a Certificate of Approval stating that the school is approved to provide instruction in the state of Kansas and Midway College must re-apply annually for its Certificate of Approval.

Fiscal Affairs and Audit

REPORT ON LONG-TERM BOND FINANCING OF CAPITAL PROJECTS/KANSAS DEVELOPMENT FINANCE AUTHORITY

Steve Weatherford, President, and Rebecca Floyd, Executive Vice President and General Counsel, Kansas Development Finance Authority, gave the Board an overview of the revenue bond process and explained the Board's fiduciary role. KDFFA plays a major part in the process with its intense analysis of each bond request. Additionally, KDFFA works with institutional staff and Board of Regents staff throughout the process.

Ms. Floyd indicated that the Board's duty of care is to 1) assure that the Board retains sophisticated professional staff to make recommendations to them and 2) review materials presented by Board staff prior to adopting resolutions. Mr. Weatherford reviewed the current KDFFA debt study, which reflects the current debt of the state of Kansas, including the state university revenue bonds.

(Handout of Bullet Points Reflecting Board Duties Filed with Official Minutes)

RECESS

Chairman Shank announced a recess at 3:20 p.m. The meeting resumed at 3:35 p.m.

Other Matters

REPORT FROM KANSAS POSTSECONDARY TECHNICAL EDUCATION AUTHORITY

Vice President Flanders reported that he and Dr. Roxanne Kelly attended the Salina Area Technical College Board retreat and participated in its discussion regarding transitioning and new governance. During its recent meeting at Coffeyville Community College, the Authority approved its 2009 strategic priorities. Those are 1) align leadership and curriculum with business and industry; 2) enhance system for growth and new funding approaches, and 3) evaluate measurement of success and return on investment for students and Kansans. The Authority received a financial briefing on moving from current model to prototype and approved legislative proposals to seek in 2009.

LEGISLATIVE INITIATIVES FOR 2009

The preliminary list of 2009 legislative initiatives was introduced by Kip Peterson, Director of Government Relations and Communications. Those proposals are:

- 1) Community College Property Ownership (*Would permit community colleges to own property outside their local taxing district, but within their assigned service areas.*) Requested by Community College Association.

- 2) Kan-ed Funding (*Would amend statutes to fully fund Kan-ed from the Kansas Universal Service Fund.*) Requested by Kan-Ed.
- 3) KBOR Mandatory Retirement Plan Amendment (*Would amend statutes to meet new 403(b) regulations that do not allow participation in the KBOR Mandatory Retirement Plan for employees who do not work for or provide services to an educational institution of the State, i.e. while on leave of absence.*) Requested by Retirement Plan Committee.
- 4) KUMC Tort Claims (*Enact in statute, as opposed to budgetary proviso, the inclusion of medical students enrolled at the University of Kansas Medical Center for purposes of the tort claims act.*) Requested by University of Kansas.
- 5) State University Privately-Funded Construction (*Would amend current method of constructing and renovating buildings on state university campuses by eliminating the bureaucracy and restrictions involved in the process of hiring architects, engineers, and contractors.*) Requested by University of Kansas.
- 6) State University Reimbursement of Moving Expenses (*Would amend KSA 76-727 by eliminating 12,000 pound weight maximum for moving expenses and permit moving expense reimbursements to be paid from both state and private funds.*) Requested by University of Kansas.
- 7) State University Financial Assistance (*Would amend statutes to allow state universities, as authorized by the Board of Regents, to provide scholarships, fellowships, and tuition and fee waivers to undergraduate students, as well as graduate students.*) Requested by University of Kansas.
- 8) Technical Education Authority Amendments (*Would amend current law to 1) codify appropriations bill proviso language regarding development of funding model for postsecondary technical education; 2) update references regarding state plan for career and technical education and federal Carl D. Perkins act; 3) replace outdated "vocational education" terminology with currently-used "career technical education" where possible; and 4) repeal obsolete wording and unnecessary statutes.*) Requested by Technical Authority.

DISCUSS STRATEGIC AGENDA FOR HIGHER EDUCATION IN KANSAS: FIVE QUESTIONS

Due to time constraints, the discussion regarding the Board's strategic agenda was moved to Thursday.

RECESS

The Chairman recessed the meeting at 4:05 p.m., to reconvene the following morning at 9:15 a.m.

RECONVENE

Chairman Shank reconvened the meeting at 9:20 a.m.

MEMBERS PRESENT: Donna Shank, Chairman
Jill Docking, Vice Chairman
Jerry Boettcher
Christine Downey-Schmidt
Dick Hedges
Dan Lykins
Janie Perkins
Bill Thornton

MEMBER ABSENT: Gary Sherrer

AMEND AGENDA

Chairman Shank announced that the agenda would be amended by adding the discussion related to the strategic agenda for higher education in Kansas as VII.C.5, as well as an executive session immediately following the presidential search updates.

REPORTS

REPORT FROM COUNCIL OF PRESIDENTS

President Don Beggs, Chairman of the Council of Presidents, briefed the Board on reports and discussion from its meeting the previous day. COPs received a report from the Council of Business Officers regarding the security contract, the project to identify a budget consultant, legislative initiatives recommended by the Retirement Plan Committee, the sustainability policy, and recommended oversight committee.

The Council of Chief Academic Officers' report to the Council of Presidents included discussion regarding the assessment of the English language for faculty and graduate assistants, an update on the very successful Tilford Diversity and Multi-Cultural Conference, and a departmental name change requested by Emporia State University.

COPs approved four academic programs, which will be forwarded to the Board for consideration in November. Additionally, Dr. Beggs reported that Emporia State University and Wichita State University will give efficiency presentations in November, followed by the University of Kansas and Kansas State University in December.

REPORT FROM COUNCIL OF FACULTY SENATE PRESIDENTS

Dr. Larry Spurgeon, Chair of the Council of Faculty Senate Presidents, thanked the Board for hosting breakfast for the Council earlier in the day. Dr. Spurgeon reported that the Council has identified recruitment and retention as a major theme for the year and is looking forward to working with the Board.

REPORT FROM STUDENTS' ADVISORY COMMITTEE

The Students' Advisory Committee report was given by its Chair, Lydia Peele. Lydia reported that Board Chair Donna Shank attended the SAC meeting the previous day. SAC discussed its lobbying

efforts and made plans to work with the Board and Kip Peterson. The Committee heard a report by Dr. Curt Brungardt on Kansas Corps and plans to share related information at each home campus. Lydia noted that SAC is working on voter registration. Another discussion topic was the sustainability policy. Lydia reported that KSU will be hosting the Big 12 Student Government Conference.

APPROVAL OF CONSENT AGENDA

Regent Docking moved, followed by the second of Regent Thornton, that the Consent Agenda be adopted. The motion carried. The following items were approved.

Fiscal Affairs and Audit

FY 2009 BUDGET FOR WICHITA/SEDGWICK COUNTY MILL LEVY – WSU

The 2009 budget proposed by the WSU Board of Trustees totaling \$7,078,603 for expenditures from property tax levies in Wichita and Sedgwick County was authorized. The budget is as follows:

City of Wichita/Sedgwick County Mill Levy Budget Request (FY 2009)

	<u>FY 2007</u>	<u>FY 2008</u>	<u>FY 2009</u>
Beginning Balance	\$0	\$0	\$0
Contingent Revenue	55,113	266,000	266,000
Mill levy Revenue	6,378,552	6,591,795	6,812,603
Total Revenue	\$6,433,665	\$6,857,795	\$7,078,603
Expenditures			
<u>Capital Improvement</u>			
Debt Service	\$1,610,853	\$1,612,853	\$1,612,853
Campus Land & Facilities Development	900,000	700,000	700,000
Nat'l Ctr. Aviation Training	0	0	800,000
Building Insurance	56,281	62,209	57,000
Total Capital Improvement	\$2,567,134	\$2,375,062	\$2,469,353
<u>Student Support</u>			
Undergraduate Scholarships	\$1,629,504	\$1,713,577	\$1,750,000
Sedgwick County Scholars	968,404	1,344,910	1,500,000
Undergrad. Student Programs	82,895	98,915	98,915
Urban Assistantships	55,150	58,422	58,422
Grad. Research Assistantships	158,070	214,156	214,156
Graduate Scholarships	73,930	100,133	100,133
Total Student Support	\$2,967,953	\$3,530,113	\$3,721,626
<u>Economic & Community Development</u>			
Interns-City/County	\$112,000	\$136,000	\$136,000

Business & Economic Research	150,000	150,000	150,000
City Government Services	60,000	60,000	60,000
County Government Services	60,000	60,000	60,000
Economic Development Awards	50,000	50,000	50,000
Total Econ. & Comm. Dev.	\$432,000	\$456,000	\$456,000
<u>University Support Services</u>			
Retirement Supplement	\$24,805	\$0	\$0
Organization & Development	189,390	164,620	75,624
Total Univ. Support Serv.	\$214,195	\$164,620	75,624
Contingency	\$252,384	\$332,000	\$356,000
Total Expenditures	\$6,433,666	\$6,857,795	\$7,078,603

AMEND FY 2009 REHABILITATION AND REPAIR LIST/REMODELING LABS IN MALOTT HALL - KU

The University of Kansas received approval to remodel lab rooms 5018, 5018a, 5024, 5024a, 5027, 5027a, and 5030 in Malott Hall. The estimated cost of \$250,000 will be funded with tuition funds.

CONSIDERATION OF DISCUSSION AGENDA

Academic Affairs

CHANGE FALL 2009 ACADEMIC CALENDAR - PSU

Regent Boettcher moved that Pittsburg State University be authorized to changes its date for classes to begin the 2009 Fall semester from Thursday, August 20, to Monday, August 24. With the second of Regent Thornton, the motion carried.

(Revised Academic Calendar Filed with Official Minutes)

Fiscal Affairs and Audit

CONSIDER PROPOSED SUSTAINABILITY POLICY

The proposed Sustainability Policy was presented by Eric King, Director of Facilities. He noted that the policy indicates that state university campuses will develop a more detailed policy to address specific institutional needs. Discussion followed in which Regents expressed interest in receiving campus reports regarding progress being made in this area and the need to incorporate updates in the presidential assessments to facilitate accountability.

Regent Boettcher moved, followed by the second of Regent Perkins, that the policy be adopted as written. The motion carried. President Robinson asked if it was the consensus of the Board that universities would report back to the Board in a year and Regent Boettcher stated that it should be within the next year. Regent Docking asked that Mr. King provide the Fiscal Affairs and Audit Committee a

heads up regarding options as new building projects are introduced. The following policy language will be added to Chapter II, Section G.

31. SUSTAINABILITY POLICY AND IMPLEMENTATION PRINCIPLES

The Board recognizes and appreciates the strides each university has already made toward sustainability. The purpose of this policy is to outline specific ways, reflective of each university's resource constraints and environmental impacts, in which state universities may enhance their service to Kansans as well as their leadership in addressing these challenges both on campus and, through their extensive contacts and relationships, throughout Kansas and the world.

a. Policy Statement

University policies, practices and programs should, when possible, embody approaches that reduce life cycle costs, restore or maintain the functioning of natural systems, and enhance human well-being.

For purposes of this policy provision, sustainability shall mean societal efforts to meet the needs of present users without compromising the ability of future generations to meet their own needs. Sustainability presumes that the planet's resources are finite, and should be used conservatively, wisely and equitably. Decisions and investments aimed to promote sustainability will simultaneously advance economic vitality, ecological integrity and social welfare.

b. Implementation Principles

(1) Learning Opportunities: State universities shall incorporate issues of sustainability into the learning experiences of students throughout their academic experiences.

(2) Campus Life: State universities shall strive to infuse sustainability principles into the organization of campus life. This includes encouraging students, faculty and staff to:

- Minimize their environmental impact,
- Enhance campus ecology,
- Develop and foster awareness and a campus culture that recognizes the importance of sustainability principles,
- Enhance/facilitate access to environmental and ecological goods, and
- Carry these lifestyles with them when they leave the campus community.

(3) Operations: State universities shall comply with all relevant environmental laws and regulations and executive orders from the Governor, and aspire to go beyond compliance by integrating values of sustainability, stewardship, and resource conservation into activities and services. As operational decisions are made, university personnel should consider ways to improve the long-term quality and regenerative capacity of the environmental, social and economic systems that support the institutional activities and needs and promote practices that minimize harmful effects of operations on the surrounding environment. State universities shall strive to maximize the efficiencies of operations and services while pursuing the goals detailed above within the resources available to institutions as they pursue excellence in fulfilling institutional missions.

- (4) Campus Planning: State universities recognize that sustainable design is a means to reduce energy consumption; enhance the health, well-being and productivity of the building occupants; and improve the quality of the natural environment. All of these can contribute to high-performing university buildings with lower life cycle costs. Accordingly, the state universities shall evaluate the impact of their construction projects; incorporate green building and design methods to the extent economically feasible; and consider the impact of planning decisions on future generations of the campus community, with the goal of minimizing the environmental footprint.
- (5) Administration: State universities shall develop sustainability goals that will inform institutional policies and procedures. These policies and procedures will rely on scientific and technical analysis, informed by economic realities of funding, to support efforts to develop objectives and targets for operations with indicators, or measures to assure accountability to the Board. Whenever economically feasible, sustainability will be included in areas of planning, decision-making, assessment, and reporting.
- (6) Outreach: State universities have various missions and roles with regard to their relationships with entities and individuals outside their respective boundaries. Engagement with sustainability in the various areas of university life will necessarily affect these relationships. State universities shall conscientiously share the knowledge, awareness, and expertise generated by their engagement with sustainability in accordance with their respective missions and roles in serving society as a whole.

MEMORANDUM OF AGREEMENT BETWEEN KANSAS STATE UNIVERSITY AND MAINTENANCE AND SERVICE UNIT/KANSAS ASSOCIATION OF PUBLIC EMPLOYEES - KSU

General Counsel Julene Miller presented the request from Kansas State University to approve an agreement on behalf of its maintenance and service employee unit. Counsel Miller noted that the renewal request has few changes but called attention to the increase for stand-by compensation from \$1/hour to \$2/hour. Such an increase would require approval from the Secretary of Administration to permit deviation from the current Regulations. Regent Perkins moved that the Memorandum of Agreement between Kansas State University and the Maintenance and Service Unit/Kansas Association of Public Employees be approved. With the second of Regent Boettcher, the motion carried.

(Changes to Current Agreement Attached to Official Minutes)

Other Matters

UNIVERSITY BACKGROUND CHECK POLICIES

At its May 2008 meeting, the Board adopted a policy regarding background checks that required the state universities to submit institutional policies by September 1, 2008. Those plans were received by the deadline and General Counsel Miller reported that each is in compliance with the requirements that call for criminal back history and sex offender registration checks on all new hires except those who were allowed to be excluded pursuant to the policy, provide for the scope of and background required by the policy, address requisite procedures for implementation, i.e. obtain a release from the candidate

seeking employment, determine relevance of any discovered history, and provide for confidential maintenance of the records.

Regent Thornton moved, with the second of Regent Downey-Schmidt, that the university background check policies be approved. The motion carried.

Regent Docking moved that the policy be amended to include the Board office. Following the second of Regent Boettcher, the motion carried. A policy will be drafted by the Board office and presented to the Board for consideration.

STATE UNIVERSITY FALL 2008 ENROLLMENT DATA

Statistics regarding Fall 2008 enrollment at the state universities was presented by President Robinson. Categories reflected by university were enrollment by headcount, resident and non-resident, and on-campus and off-campus for a five-year span. Extensive discussion followed about trends and possible impact from rising tuition. It was noted that there is variation in the headcount because some classes start after the twentieth day cut-off so those students are not included in the numbers and the full-time equivalent contrasts with headcount.

REPORT ON UNIVERSITY EFFICIENCY MEASURES – PSU

President Tom Bryant provided a powerpoint presentation of the tactical, leveraged, and evidential efficiencies undertaken at Pittsburg State University. He highlighted the University's efforts related to recycling, energy utility savings, building projects, partnerships with community colleges, credit hour production, general use expenditures per full-time fall student, and noted the negative efficiencies of a deferred maintenance backlog and the inability to proceed with the proposed new School of Construction.

(PowerPoint Filed with Official Minutes)

REPORT ON UNIVERSITY EFFICIENCY MEASURES – FHSU

An update on the efficiencies underway at Fort Hays State University was presented by President Ed Hammond. Dr. Hammond noted the University's overall efficiency with students in spite of reduced resources, simple efficiencies through functioning paperless with on-line courses, enrollment, student checks, and grades, leveraged, evidential, and forced efficiencies. Student retention, academic reorganization, and use of the FHSU construction crew all contributed to efficiency measures for the University.

(PowerPoint Filed with Official Minutes)

STRATEGIC AGENDA FOR HIGHER EDUCATION IN KANSAS: FIVE QUESTIONS

An update on progress with the Board's strategic agenda through five previously identified questions was provided by President Robinson. He noted that this project, along with others currently being addressed, focuses on data that has been made available to determine the current posture and identify a plan of action. Mr. Robinson concentrated his remarks on two of the five questions, Educational Alignment and Participation.

In terms of alignment between the K-12 system with the postsecondary system, Mr. Robinson called attention to the markers that depict readiness for postsecondary level such as ACT performance, performance in developmental courses, concurrent enrollment, certificate and associate degree completers and high school graduation rates. He recommended that the P-20 Council examine the identified issues and formulate a recommendation for the Board of Regents to consider. He also proposed that the Board receive a status report from the P-20 Council at either its November or December meeting and that the Board review its pre-college curriculum.

Looking at higher education participation rates, Mr. Robinson reported that rates are strong in Kansas but there is room for improvement due to the state's demographic challenges. He called attention to the adult population and a pilot initiative entitled "Next Step," as a means to encourage adults to complete postsecondary. After looking at the data available, he identified the following recommendations to address participation, as well as the workforce demands for Kansas: 1) Achieve Top 5 State status regarding higher education participation levels; 2) Achieve participation rates for students of color (within our institutions and throughout the system) that exceed representation of their respective racial/ethnic groups of the state's general population; 3) Achieve Top 5 State status regarding population of young adults with only a high school diploma (ages 25-39) within the higher education system; 4) Achieve Top 5 State status regarding participation of adults with only a high school diploma (ages 40-64) within the higher education system; 5) Achieve the national average for enrollment of those with limited or no English proficiency in English as a Second Language programs; 6) Achieve the national average for enrollment of those with less than a high school diploma in the Kansas Adult Basic Education programs; and 7) Double the percentage (currently 14 percent) of Kansas Adult Basic Education completers who have the goal and achieve that goal of continuing on to postsecondary education.

The recommendations will be considered by the Board in November.

KANSAS STATE UNIVERSITY PRESIDENTIAL SEARCH

President Robinson updated the Board on presidential search process at Kansas State University. Advertisements have been published and candidate pool is being filled. The Search Committee will begin screening the candidates in November with the expectation that it will meet for discussion regarding applicants in early December.

PITTSBURG STATE UNIVERSITY PRESIDENTIAL SEARCH

President Robinson reported that at a special conference call Board meeting, a Search Committee was named and a charge for the Committee was adopted. Responses to the RFP to identify a search consultant were due October 10. He noted that he will be meeting with Chairman Shank, Vice Chairman Docking and Search Committee Chair Bill Docking to consider the consultant proposals. A date for the first Search Committee meeting has not yet been identified.

EXECUTIVE SESSION

At 12:05 p.m., Regent Docking moved that the Board recess into executive session for 30 minutes to discuss matters deemed confidential in the attorney-client relationship to obtain legal advice from the Board's General Counsel. Following the second of Regent Boettcher, the motion carried. Participating in the executive session were members of the Board, President Robinson and General Counsel Miller. At approximately 12:45 p.m., the meeting returned to open session.

ADJOURNMENT

Chairman Shank adjourned the meeting of the Board at 12:45 p.m.

Reginald L. Robinson, President and CEO

Donna L. Shank, Chair

II. REPORTS

- A. Introductions
- B. Report from the Chair
- C. Report from the President and CEO
- D. Report from System Council of Presidents

Chairman Donna Shank
President Reggie Robinson
President Lane/President Burke

III. APPROVAL OF CONSENT AGENDA

- A. *Academic Affairs*
Regent Gary Sherrer

Dr. Gary Alexander
Vice President for Academic Affairs

1. APPROVE COMMUNITY COLLEGE REQUEST FOR APPROVAL OF NEW DEGREE PROGRAM FOR HUTCHINSON COMMUNITY COLLEGE ASSOCIATE OF APPLIED SCIENCE IN RESPIRATORY THERAPY

Summary and Staff Recommendation

Community colleges and technical colleges request approval for new certificate and degree programs each month. The board office received one program request to be implemented Fall 2009. The program request has met all the criteria and has been subjected to the 45 day comment period required by policy. Staff recommends approval of the program. *10/21/08*

Background

Community colleges submit requests for new certificate and degree programs each month utilizing forms approved by staff. Criteria for new programs include:

- Current and projected job openings
- Employer demand for the program
- Student demand for the program
- Analysis of potential impact on enrollment in any similar programs offered in the region or state
- Description of available facilities and equipment
- Projected program costs
- Membership of a steering/advisory committee for the program
- Measurable program outcomes
- Identification of workplace basic skills and competency profiles for technical courses
- Efforts to collaborate to provide the needed program
- Level of program duplication across institutions, based on Classification of Instructional Program Code (CIP)

In addition, the local governing board has approved the program application; and the programs have undergone the 45 day comment period.

Description of Proposed Program by Community College

Hutchinson Community College requests a program in: Respiratory Therapy (CIP 51.0908) at the Associate of Applied Science (A.A.S.) level consisting of 64 credit hours. A budget of \$164,600 for this program will be allocated through institutional funds, tuition, and Carl D. Perkins funds. Other institutions having programs under the same CIP code include Johnson County Community College, Kansas City

Kansas Community College, Labette Community College, Northwest Kansas Technical College, Seward County Community College, and Washburn University. No comments were received concerning this program proposal.

The degree program has been carefully reviewed by staff utilizing the above stated standards and criteria. A copy of the detailed program proposal is available for inspection.

Staff recommends approval of the program.

IV. CONSIDERATION OF DISCUSSION AGENDA

A. *Academic Affairs*
Regent Gary Sherrer

Dr. Gary Alexander
Vice President for Academic Affairs

1. ACT ON PERFORMANCE AGREEMENTS

Summary and Recommendation

In accordance with K.S.A. 74-3202d and the Board-approved Performance Agreement Guidelines and Procedures, thirteen performance agreements are presented to the Board for action. All agreements are recommended for approval by the Board Academic Affairs Standing Committee. Staff recommends approval. 10/20/2008

Background

The sixth performance agreements cover performance during the calendar years of 2009, 2010, and 2011. New funding awarded in July 2010, 2011, and 2012 will be dependent upon the institution’s compliance with this performance agreement.

Proposed performance agreements were due to Board staff July 15, 2008. Staff conducted a preliminary review and shared any comments/concerns with the institution. Institutions then either revised the performance agreement or elected to forward it to the Board Academic Affairs Standing Committee (BAASC) as originally submitted. Performance agreements were then reviewed by the Vice President for Academic Affairs, the President/CEO, and the BAASC. The BAASC returned several agreements for revision. All performance agreements are now recommended for approval. All agreements are three-year agreements.

Because of the volume of the performance agreements, the agreements were mailed to Board members under separate cover.

Staff recommends approval of all performance agreements.

Institution
Emporia State University
Fort Hays State University
Barton County Community College
Cowley County Community College
Dodge City Community College
Fort Scott Community College
Highland Community College
Johnson County Community College
Labette Community College
Neosho County Community College
KAW Area Technical
Salina Area Technical College
Wichita Area Technical College

B. *Fiscal Affairs and Audit*
Regent Jill Docking

Diane Duffy
Vice President for Finance and Administration

Julene Miller
General Counsel

1. ADOPT POLICY REQUIRING BACKGROUND CHECKS FOR BOARD OFFICE EMPLOYMENT CANDIDATES AND APPROVE IMPLEMENTATION PLAN

Summary and Staff Recommendation

In compliance with the Board's October 16, 2008 directive to develop a policy requiring employment candidate background checks for Board Office hirings, staff proposes policy language that adopts the background check provisions recently approved for the state universities. Staff also offers a proposed implementation plan for Board consideration. Staff recommends adoption of the policy and approval of the initial implementation plan.

Background

At its May 14, 2008 meeting, The Kansas Board of Regents (Board) adopted a policy amendment requiring criminal background checks be conducted on all state university employment candidates, subject to limited exceptions. The state universities crafted implementation plans that were presented to and approved by the Board at the October 16, 2008 meeting. Coincident with approving the university plans, the Board directed staff to develop a similar policy and implementation plan for the conduct of criminal background checks on Board Office employment candidates as well.

In compliance with this directive, and its attempt to insure that the Board Office is a safe and secure environment for all employees and visitors, staff proposes the policy language and implementation plan set out below.

The proposed policy amendment adopts the policy recently approved by the Board for the state universities. It would allow the Board President and CEO to establish a plan to implement the policy.

The proposed plan borrows heavily from those of the state universities, particularly Fort Hays State University's plan. However, it differs from that of the universities in a couple of significant ways:

- The proposed policy for the Board hiring process would apply to all new hires, rather than attempting to except out temporary employees, interns, and other "non-regular" positions. Board staff affiliates (employees on loan from one of the state universities) would be subject to the employing university's policies rather than the Board's, and any hourly employee who is rehired after having been in the service of the Board within calendar year immediately preceding January 1, 2009 would not be subject to a background check.
- While a couple of the university plans provide for an appeal to the university when a decision is made to not hire based on the criminal background check, the Board staff proposed policy does not include such an appeal process. However, in accordance with the Fair Credit Reporting Act,

candidates will be given a copy of the background report and will have an opportunity to seek correction of any errors in the report with the vendor that produced it.

Policy Amendment, new Section II.A.3.h.

h. Criminal Background Checks

The provisions set forth under the heading of FACULTY AND STAFF, APPOINTMENTS, Criminal Background Checks shall apply to staff hiring for the Board of Regents. The President and Chief Executive Officer may establish rules and procedures to effectuate this policy.

Proposed Implementation Plan

**Implementation Plan for the Conduct of Prospective Employee
Criminal Background Checks**

I. Overview and Purpose

On May 14, 2008, The Kansas Board of Regents (Board) adopted a policy amendment requiring criminal background checks be conducted on all employees prior to the employee beginning work for any state university governed by the Kansas Board of Regents, subject to limited exceptions. On October 16, 2008, the Board directed the Board office to develop a policy and procedure for conduct of criminal background checks on all new Board employees as well.

In compliance with the Board's policy amendment and directive, and its attempt to ensure that the Board office is a safe and secure environment for all employees and visitors, the Board President and CEO adopts the following implementation plan.

II. Policy

A. Applicability of Policy

It is the policy of the Office of the Board of Regents that a criminal background check be performed on each person to be hired for a position of employment at the Board Office, other than staff affiliates who submitted to a background check when hired by the employing university or who were exempt from that requirement, and hourly employees rehired by the Board who were employed by the Board for any period of time within the calendar year immediately preceding January 1, 2009. Nothing herein shall be construed as amending, superseding or supplanting Kansas law mandating that background checks be conducted on certain persons.

The Board Office reserves the right to conduct criminal background checks on candidates for positions for which a criminal background check is optional under the Board's policy amendment, and any such criminal background checks, if required, will be specified by the Board Office in the position announcement, and will be subject to the terms of this implementation plan.

Information learned from a criminal background check shall be used only for the purpose of evaluating candidates for employment and shall in no way be used to discriminate on the basis of age, race, color, religion, sex, marital status, national origin, physical handicap or disability, status as a Vietnam Era Veteran, sexual orientation or other factors which cannot be lawfully considered, to the extent specified by applicable federal and state laws.

B. Scope of Criminal Background Check

A criminal background check under this implementation plan shall include criminal history record searches for felony and misdemeanor convictions or pending charges at the county and federal levels in every jurisdiction where the candidate currently resides or has resided for seven years preceding the candidate's application for employment. In addition, the criminal background check shall include sex offender registry searches at the county and federal levels in every jurisdiction where the candidate currently resides or has resided. The Board Office may, in its discretion, order additional checks or verifications beyond the above-referenced. For purposes of this policy, "conviction" shall include pleas of guilty and *nolo contendere*.

III. Procedures for Implementation

A. Timing of the Criminal Background Check

All criminal background checks conducted pursuant to the Board policy and this implementation plan shall be initiated no later than simultaneously with the extension of an offer of employment. Any offer of employment made before completion of a criminal background check shall be made contingent upon successful completion of the criminal background check. No candidate subject to the policy and plan shall begin working for the Board Office until a successful background check has been completed.

Any job announcement which is advertised in any medium concerning the position must contain the following statement: "Successful candidate will have consented to and successfully completed a criminal background check."

B. Steps for Initiating the Criminal Background Check

The responsibility for initiating the criminal background check shall be with the Associate Director for Human Resources after consultation with Hiring Manager for the position and the Vice President of Finance and Administration.

C. Authorization to Conduct Criminal Background Checks

Typically at the time of the interview, but in no event later than the time that the offer of employment is extended, an authorization form will be provided to the candidate that must be completed and signed if the candidate will continue to be considered for the position. This document will notify the candidate of his or her rights under the Fair Credit Reporting Act (FCRA).

D. Criteria for Evaluation

A criminal conviction does not automatically exclude a candidate from consideration for employment by the Board. When the results of the background check are received from the vendor, the Hiring Manager for the position, the Vice President of Finance and Administration, and the Associate Director for Human Resources will evaluate the candidate's fitness for employment in light of the results of the criminal background check to determine whether the results reasonably bear on the candidate's trustworthiness, or the safety or well-being of the Board Office's employees and visitors. The reviewers may discuss the results of the check with the Board's General Counsel as well. In reviewing the results, the following factors will be considered:

1. The Offense¹

- The nature and severity of the offense along with whether or not it was conducted intentionally, willfully or maliciously (depending upon the statutory elements of the charge and not upon either the candidate's or any law enforcement agencies' account of the offense)
- The candidate's age at the time of the offense
- The number and type of offenses discovered by the criminal background check
- The time elapsed since the last offense
- Whether the individual is currently subject to any punishment for the offense (community service; work release; etc.) or is undergoing any type of probationary or post-release supervision
- Whether the circumstances of the offense arose out of an employment situation and whether the information obtained from the criminal background check demonstrates a pattern of criminality
- Other circumstances concerning the offense which would lead a disinterested observer to reasonably conclude that the candidate is not trustworthy, or cannot perform the functions of the position in a manner safe to the Board Office, its employees, and visitors

2. The Position

- The duties and responsibilities of the position applied for, including, but not limited to, the nature and scope of the position and whether it entails or requires access to: University residential facilities; facilities other than the candidate's primary workplace; money and other Board Office or university property; or vulnerable populations, including minor children
- The nature and scope of the position's autonomy and discretionary authority
- The nature and scope of supervision that the candidate will receive in the position
- The nature and scope of supervision the candidate will provide to support staff and/or students
- The sensitive nature of data, information, or records for which the candidate will have responsibility or access to in the position
- Any other unique circumstances for which the fitness of the candidate for the position may be reasonably questioned in light of the results of the background check
- The employee's history of performance and behavior in previous jobs and statements of references.

¹ "Offense" herein shall include convictions and pending charges.

3. Information not to be Considered

No employment decisions will be made upon the consideration of any information obtained from the criminal background check relating to the finances of the candidate, personal and family matters unrelated to felony or misdemeanor offenses, or civil lawsuits filed by or against the candidate, unless the civil case arises out of or is substantially related to a felony or misdemeanor offense.

E. Notification

If a decision is made to hire the candidate following the criminal background check, the Associate Director for Human Resources will initiate a letter for Board President and CEO signature to so notify the candidate, and existing procedures for processing the newly hired employee will be followed. If the decision is initially made not to hire the candidate on the basis of the results of the criminal background check, the Associate Director of Human Resources will initiate a letter for Board President and CEO signature notifying the candidate. Once the position has been filled, the Associate Director for Human Resources shall notify any other candidates who signed and submitted Authorization forms, but for whom no criminal background check was initiated, that no background check was conducted.

F. Record Keeping and Requirement for Confidentiality

All records generated or received on each candidate relating to the criminal background check shall be stored in the Office of the Associate Director for Human Resources, or other suitable secure and confidential location designated by the Vice President of Finance and Administration. If the candidate to whom the records relate is hired, the records shall be kept with the employee's personnel file for the duration of employment with the Board and for a minimum of three years thereafter; if the candidate to whom the records relate is not hired, the records shall be kept in individual files for a minimum of three years after the position has been filled. The Associate Director for Human Resources shall return the original, signed Authorization form to any candidate who signed and submitted a form, but for whom no criminal background check was ever initiated.

Unless required by law, no documents related to criminal background checks will be released outside of the Board Office and none of the information contained in such documents may be shared with any person, whether inside or outside the Board Office, who does not have an official need to know such information. Sharing information contained in or learned from criminal background documents with any person who does not have an official need to know such information shall be grounds for dismissal from employment.

G. Vendor

The vendor that will be used to perform the criminal background checks will normally be the vendor having an existing contract with the State of Kansas to provide such service. As of the effective date of this policy, such vendor is Validity Screening Solutions.

H. Compliance with the Fair Credit Reporting Act

All candidates will sign an authorization compliant with the Fair Credit Reporting Act (FCRA) prior to the initiation of the criminal background check. Such document will notify the candidate that a criminal background check will be used to determine the candidate's fitness for employment with the Board Office, and will also contain a summary of the candidate's rights under the FCRA.

Should the results of the criminal background check cause the Board Office to initially decide not to hire the candidate, the candidate will receive a copy of the background check report and a summary of the candidate's rights under the FCRA.

Along with notice of the decision, the candidate will be provided with the name, address, and telephone number of Validity Screening Solutions (or other reporting agency conducting the criminal background check on the Board's behalf); a statement that the consumer reporting agency did not make the decision to take the adverse action and is unable to provide the candidate specific reasons why the adverse action was taken; and notification of the candidate's rights to obtain a free copy of the report within 60 days and to dispute with the reporting agency the accuracy or completeness of any information in the report.

At no time will any information from the criminal background check be used in violation of any federal or state equal employment opportunity law or regulation.

I. Effective Date

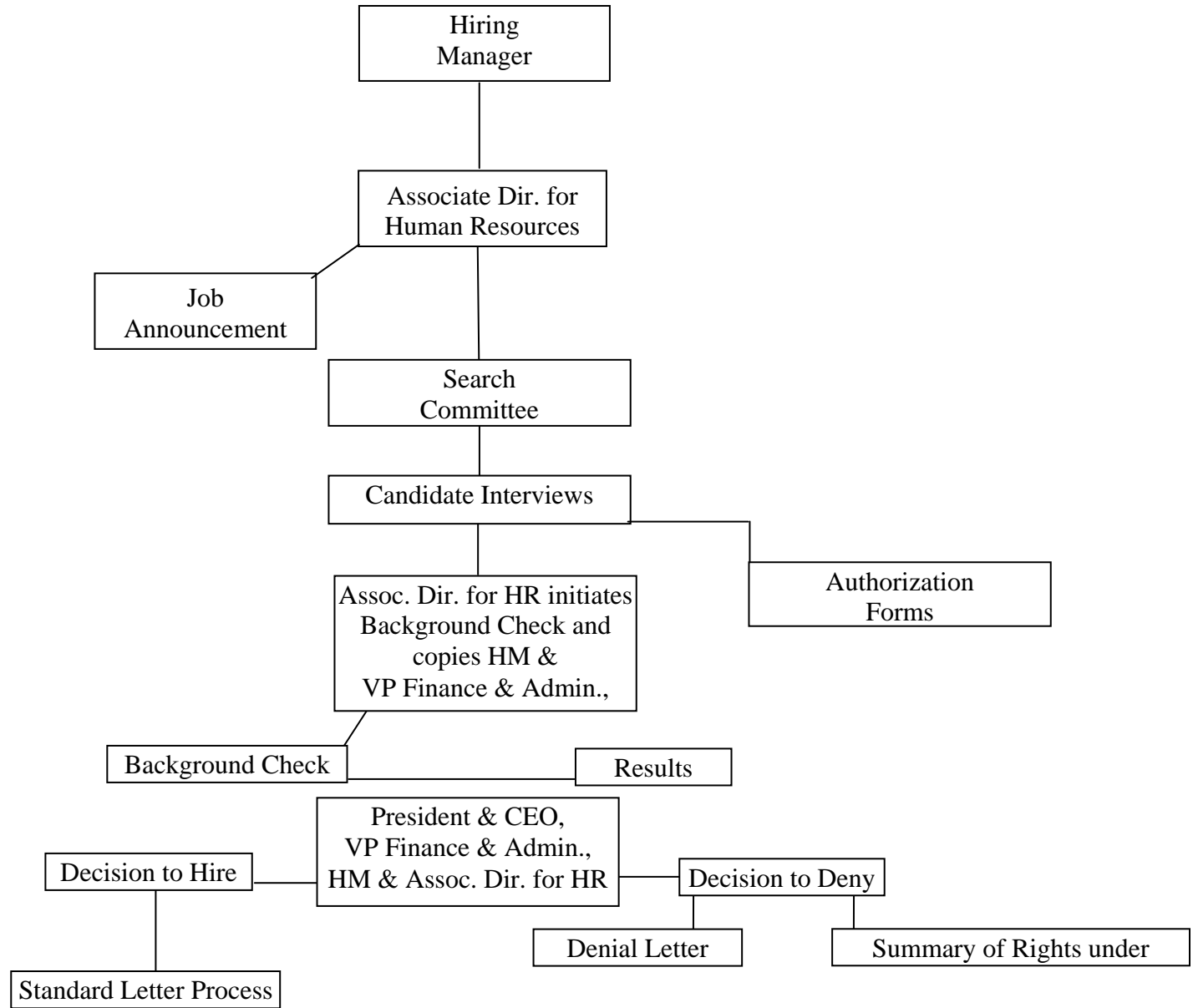
This implementation plan shall be effective beginning _____.

Staff Recommendation

Staff recommends adoption of the policy amendment and approval of the initial implementation plan.

Background Checks

September 2008



C. *Other Matters*

Reggie Robinson
President and CEO

1. CONSIDER ADMISSIONS TASK FORCE RECOMMENDATIONS

Kip Peterson
Director of Government Relations and Communications

2. ACT ON 2009 KANSAS BOARD OF REGENTS LEGISLATIVE INITIATIVES

Reggie Robinson
President and CEO

**3. DISCUSS STRATEGIC AGENDA FOR HIGHER EDUCATION IN KANSAS:
FIVE QUESTIONS**

THURSDAY, NOVEMBER 20

V. REPORTS

- A. Introductions
- B. Report from Council of Presidents **President Don Beggs**
- C. Report from Council of Faculty Senate Presidents **Dr. Larry Spurgeon**
- D. Report from Students' Advisory Committee **Lydia Peele**

VI. APPROVAL OF CONSENT AGENDA

- A. *Academic Affairs* **Dr. Gary Alexander**
Regent Gary Sherrer **Vice President for Academic Affairs**

1. APPROVE REQUEST FOR A MASTER OF ART IN TEACHING – WSU

Summary and Recommendation

Universities may apply for approval of new academic programs following the guidelines of Appendix G in the Kansas Board of Regents Policies and Procedures Manual. Wichita State University has submitted an application for approval of a Master of Arts in Teaching (13.1205). The proposing academic unit has responded to all of the requirements of the program approval process. Four universities have programs utilizing this Classification of Instructional Program (CIP) code. The program will be funded through internal reallocation. Staff concurs with the Council of Presidents and the Council of Chief Academic Officers in recommending approval.

10/17/08

Background

<u>Criteria</u>	<u>Program Summary</u>
1. Program Identification	Master of Arts in Teaching CIP Code – 13.1205
2. Academic Unit	College of Education – Department of Curriculum and Instruction
3. Program Description	The Master of Arts in Teaching is a proposed graduate program for those candidates who hold a bachelor’s degree in a content area, e.g., mathematics, and who are seeking KSDE licensure to teach in a secondary school setting. The new degree is based upon an alternative licensure program at the initial level, approved in 1992, as an innovative program by the Kansas State Department of Education with the expressed purpose of creating a larger pool of qualified candidates in areas of high need willing to teach in urban and rural settings.
4. Demand/Need for the Program	In 1992 Wichita State University and the Dept. of Curriculum and Instruction received a large DeWitt Wallace/Reader’s Digest grant to train returning Peace Corp fellows for the teaching force in high need areas – mathematics, foreign languages, and sciences. In 1996 WSU received approval from the KSDE to expand the experimental model of training Peace Corps fellows for initial licensure to include Non-Peace Corps

	<p>candidates. We formalized a partnership with the Wichita Public Schools (WPS) in 2001 with a Dept. of Education grant to increase the pool of candidates teaching in WPS. In 2002 we received a Raytheon grant to help support a high number of candidates in the program. In 2003 the KSDE began an online state model, which was patterned after the WSU model. Faculty at WSU received several grants to develop online courses for this program. Also in 2006 WSU and Fort Hays State University formed a partnership to continue the online model in addition to the WSU historic model. Beginning in 2004 Boeing Corporation and Spirit Aerosystems began contributions to WSU to support the hiring of mentors for candidates in this program. We also were funded by the Department of Education, in 2006, for expansion of the WSU/WPS partnership with a 1.5 million grant in Transition to Teaching. In the fall (2007) we were awarded a 6.8 million dollar grant from the Department of Education for a national endeavor through Project KNOTtT. This grant builds on the independent and interdependent resources and collaboration across four states Kansas, Nevada, Ohio, and Texas. By fall (2008) we expect to have 40 candidates enrolled in our historic program model, 70 shared candidates enrolled in the WSU-FHSU Partnership Model, and 30 candidates enrolled in the WSU-WPS program. All of these candidates will be hired in high need schools or in high need teaching areas.</p>
5. Comparative /Locational Advantage	<p>Wichita State University is located in the largest city in Kansas and has a long history of working cooperatively with the Wichita Public Schools, the largest urban school district in this region of the Midwest. Wichita Public Schools and other area schools annually have difficulty filling high need areas with qualified teachers. In addition, the Wichita area has a ready supply of highly trained professionals (Aircraft engineers, military, etc.) with academic and work backgrounds that complement the high need shortage areas, e.g., mathematics, sciences, foreign languages, English.</p>
6. Curriculum	<p>The graduate level initial licensure program consists of 36 credit hours. The core curriculum consists of 21 hours of child/adolescent development and pedagogy, 11 hours of research and reflection and 4 hours of internship with university supervisors provided.</p>
7. Faculty Profile	<p>The program faculty supporting this degree will be composed of graduate faculty from the Departments of Curriculum and Instruction (CI) and Counseling, Educational and School Psychology (CESP). All of the above named faculty hold tenure-eligible positions. Eight are tenured, with three at the professor rank, three at the associate professor rank, and six at the assistant professor rank. The new hire will start in fall of 2008 as an unclassified professional. All possess the doctorate..</p> <p>Additional faculty, both full-time and part-time will hold, at a minimum a master's degree and appropriate classroom teaching experience to serve as field supervisors for candidates.</p>
8. Student Profile	<p>All candidates will hold a bachelor's degree in a content area appropriate to a secondary school (6-12) content area or PK-12 content area with placement at the secondary level during the Restricted Licensure phase. Recruitment of individuals will be in collaboration with area schools and will continue to emphasize individuals from under-represented populations.</p>
9. Academic Support	<p>All academic support associated with the Teacher Education program is also available to the alternative licensure program and the proposed M.A.T.</p>

10. Facilities and Equipment	The proposed Master of Arts in Teaching (MAT) degree will be housed primarily in Corbin Education Center, the facility for the Department of Curriculum and Instruction and the office of the College of Education. Internships will be practiced in the classrooms of the candidates in the program located in Kansas schools and supervised by WSU faculty.
11. Program Review, Assessment, Accreditation	This educational degree will utilize the same program review procedures and meet all accreditation standards as other teacher licensure programs at Wichita State University. These include KSDE program review, NCATE accreditation, and Graduate School program review. Internal reviews include student evaluations of instructor's teaching performance, graduate program surveys, employer's surveys, review of Praxis II Content tests, PLT tests, Teacher Work Samples, and candidate performance on the Kansas Performance Assessment.
12. Costs, Financing	A search is being conducted to hire one full-time faculty member for alternative licensure. All of the courses for this program are currently being offered with the exception of CI 864 and 865, the culminating research courses. Hence, costs for this program will be met, for the most part, within existing budget and current faculty load. However, increased numbers will necessitate some additional part-time university supervisors.

**CURRICULUM OUTLINE
NEW DEGREE PROPOSALS
Kansas Board of Regents**

I. Identify the new degree:

Master of Arts in Teaching (MAT)

II. Provide courses required for each student in the major:

	Course Name & Number	Credit Hours	
Core Courses	CI 760 Creating Effective Classrooms	2	
	CI 702 Introduction to the Exceptional Child	3	
	CESP 728 Theories of Growth & Development	3	
	CI 711 Multicultural Education	3	
	CI 701 Foundations of Education	2	
	CI 845 Curriculum Models	2	
	CI 615 Literacy & Reading	2	
	CI 761 Instructional Planning	2	
	CI 769 Instructional Strategies & Assessment	2	21
Research	CESP 701 Introduction to Educational Research	3	
	CI 848 Analysis & Reflection	2	
	CI 849 Practices & Trends in Action Research	2	
	CI 860 Seminar in Research Problems	2	
	CI 864 Professional Research Preparation	1	
	CI 865 Professional Research Presentation	1	11
Practica	CI 743 Internship 1	1	
	CI 744 Internship 2	1	
	CI 748 Internship 3	1	
	CI 749 Internship 4	1	4
	Total		36

IMPLEMENTATION YEAR FY 2009

Fiscal Summary for Proposed Academic Programs

Institution: Wichita State University

Proposed Program: Master of Arts in Teaching (M.A.T.)

Part I. Anticipated Enrollment	Implementation Year		Year 2		Year 3	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
A. Full-time, Part-time Headcount:		55		110		165
B. Total SCH taken by all students in program	770		1540		2310	
Part II. Program Cost Projection						
A. In <u>implementation</u> year one, list all identifiable General Use costs to the academic unit(s) and how they will be funded. In subsequent years, please include only the additional amount budgeted.						
	Implementation Year	Year 2		Year 3		
<u>Base Budget</u>						
Salaries	\$ 257,320	\$25,068		\$ 12,283		
OOE	\$ 10,000	\$ 8,000		\$6,000		
Total	\$267,320	\$33,068		\$ 18,283		

Indicate source and amount of funds if other than internal reallocation: All GU program funding (in the three implementation years) will be secured through internal reallocation.

Revised: September, 2003

Approved: _____

2. APPROVE REQUEST FOR A MASTER OF SCIENCE IN COMPUTER NETWORKING – WSU

Summary and Recommendation

Universities may apply for approval of new academic programs following the guidelines of Appendix G in the Kansas Board of Regents Policies and Procedures Manual. Wichita State University has submitted an application for approval of a Master of Science in Computer Networking (11.0901). The proposing academic unit has responded to all of the requirements of the program approval process. One university and fifteen two-year institutions have programs utilizing this Classification of Instructional Program (CIP) code. The program will be funded through internal reallocation. Staff concurs with the Council of Presidents and the Council of Chief Academic Officers in recommending approval. 10/17/08

Background

<u>Criteria</u>	<u>Program Summary</u>
1. Program Identification CIP	Master of Science – Computer Networking, CIP Code 11.0901 Computer Systems Networking and Telecommunications
2. Academic Unit	Department of Electrical and Computer Engineering, College of Engineering
3. Program Description	Comprehensive degree program that prepares graduate students for careers in Computer Networking and Information Security. The curriculum structure provides the students with an integrated experience in system engineering, economics, architecture, computer security, and policies of computer communication networks.
4. Demand/Need for the Program	Enrollment in the MS program in the ECE Department has been consistently above 200 for the past five years. More than 80% of the students in the program have been studying in the area of computer networking. Major corporations, such as Cisco Systems and LSI have been strong supporters of the networking study in the department, through research and equipment funds. A significant majority of our graduates have received employment offers from those companies. It is projected that the program will have an average enrollment of 100 students and will graduate 25 students each year.
5. Comparative/Locational Advantage	Several major corporations, including Cisco Systems and LSI have strong ties with WSU. In particular, Cisco Systems has established a Technical Assistance Center on the WSU campus. The Center provides students with a unique educational experience with state-of-the-art equipment, which prepares them for a successful career in this area.
6. Curriculum	The curriculum structure provides the students with an integrated experience in system engineering, economics, architecture, computer security, and policies of computer communication networks. The program encompasses courses offered by departments in several colleges, including Engineering and Liberal Arts and Sciences as well as Barton School of Business.
7. Faculty Profile	Because of the comprehensive nature of the program, its courses will be taught by faculty members from various departments, including ECE, CS, IE, MIS and Math.

8. Student Profile	The program is intended for graduate students with a bachelor degree in engineering or an area related to information technology.
9. Academic Support	The existing academic support, facilities, personnel, and infrastructure within the Graduate School and the College of Engineering will be used to establish the new program. In consultation with the program faculty, the chair of the ECE department will nominate a faculty member to serve as the Graduate coordinator. Upon approval by the Dean of Engineering, the name of the proposed graduate coordinator will be forwarded to the Dean of the graduate school for approval.
10. Facilities and Equipment	The new Engineering Research Building currently has space dedicated to advanced networking research. The equipment needed is provided by the corporate sponsors, including Cisco Systems and LSI. The student Router lab in the ECE department will also be used.
11. Program Review, Assessment, Accreditation	The Program will follow the review and assessment guidelines established by the Graduate School and submit a report each year.
12. Costs, Financing	The new program is not expected to incur additional costs for staff positions, space, or equipment.

**CURRICULUM OUTLINE
NEW DEGREE PROPOSALS
Kansas Board of Regents**

I. Identify the new degree: M.S. in Computer Networking

II. Provide courses required for each student in the major:

	Course Name & Number	Credit Hours
Core Courses:	ECE 764 - Routing and Switching I	(4)
	ECE 765 - Routing and Switching II	(4)
	ECE 864 - Multi-Service over IP	(4)
Electives	Thesis option (12 hrs), Project option (18 hrs), Course only option (21hrs)	
Advanced Networking:	ECE 766 - Information Assurance and Security (3)	
	ECE 877x –Advanced Topics in Computer Networking (3)	
	ECE 877G – Introduction to Storage Area Networks (3)	
	ECE 666 – Computer Forensics (3)	
Mathematics & Statistics:	ECE 754 - Probabilistic Methods in Systems (3)	
	ECE 877J – Discrete Event Systems Analysis and Design (3)	
	ECE 877V - Stochastic Discrete Event Systems (3)	
	MATH 657 - Optimization Theory (3)	
Programming:	CS 617 – Object-Oriented Systems (3)	
	CS 665 – Introduction to Database Systems (3)	
	CS 742 - Computer Communication Networks (3)	
Reliability:	IME 724 – Statistical Methods for Engineers (3)	
	IME 754 – Reliability and Maintainability Engineering (3)	
	IME 854 – Quality Engineering (3)	
Management:	MIS 696 – Management of the IS Function (3)	
	MIS 874 – Management Information System (3)	
	MIS 884 – Database Planning and Management (3)	
Thesis Option:	Core Courses (12 credits) + Electives (12 Credits selected from at least 2 areas from above) + Thesis (6 credits)	
Project Option:	Core Courses (12 credits) + Electives (18 Credits selected from at least 3 areas from above) + Directed Project (3 credits)	
Course Only Option:	Core Courses (12 credits) + Electives (21 Credits selected from at least 3 areas from above)	
Total:	30 hrs (thesis), 33 hrs (project), and 33 hrs (course-only)	

IMPLEMENTATION YEAR FY 09

Fiscal Summary for Proposed Academic Programs

Institution: Wichita State University **Proposed Program:** Master of Science in Computer Networking

Part I. Anticipated Enrollment	Implementation Year		Year 2		Year 3	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
A. Full-time, Part-time Headcount:	80	20	100	30	100	30
Total SCH taken by all students in program	800		1020		1020	
Part II. Program Cost Projection						
A. In implementation year one, list all identifiable General Use costs to the academic unit(s) and how they will be funded. In subsequent years, please include only the additional amount budgeted.						
	Fall, Implementation Year		Year 2		Year 3	
	2008-2009		2009-2010		2010-2011	
<u>Costs:</u>						
Salaries	\$157,000		0		0	
OOE	\$ 33,000		0		0	
Total	\$ 190,000		0		0	

Indicate source and amount of funds if other than internal reallocation:

General Use costs in all three implementation years will be funded through internal reallocation.

Revised: September 2003

Approved: _____

3. APPROVE REQUEST FOR MASTER OF SCIENCE IN ATMOSPHERIC SCIENCE – KU

Summary and Recommendation

Universities may apply for approval of new academic programs following the guidelines of Appendix G in the Kansas Board of Regents Policies and Procedures Manual. University of Kansas has submitted an application for approval of a Master of Science in Atmospheric Science (40.0401). The proposing academic unit has responded to all of the requirements of the program approval process. No other institutions have programs utilizing this Classification of Instructional Program (CIP) code. The program will be funded through internal reallocation. Staff concurs with the Council of Presidents and the Council of Chief Academic Officers in recommending approval.

10/17/08

Background

<u>Criteria</u>	<u>Program Summary</u>
1. Program Identification	Master of Science in Atmospheric Science CIP: 40.0401
2. Academic Unit	College of Liberal Arts and Sciences Department of Geography
3. Program Description	Atmospheric Science is a discipline which is of key importance for a number of environmental issues. It is central to the current concerns of scientists about global climate change. Air pollution is a continuing major issue. Weather analysis and forecasting is critically important to Kansas industries such as agriculture and aviation. Research and applied work in these areas increasingly requires people with graduate degrees in Atmospheric Science.
4. Demand/Need for the Program	Atmospheric science is interesting to students from a wide variety of backgrounds because of national interest in atmospheric problems. Students doing undergraduate degrees in physics, chemistry, engineering, mathematics and other earth sciences can enter the program. Recently, faculty have had numerous inquiries from current atmospheric science students as to when an MS program might be established. The Geography Department receives at least a dozen phone calls and emails per year asking if we have an MS program in Atmospheric Science. Employers are increasingly looking for people with MS degrees in Atmospheric Science as opposed to just BS degrees.
5. Comparative /Locational Advantage	The University of Kansas has the only bachelor’s degree program in Atmospheric Science in Kansas; no college or university in Kansas has a graduate program in Atmospheric Sciences. Other schools in the region that have MS programs in Atmospheric Science/Meteorology include University of Oklahoma, Iowa State University, University of Missouri, St. Louis University, University of Nebraska, University of Colorado and Colorado State University. Many of these programs cannot admit all qualified students.

6. Curriculum	The program requires a minimum of 30 credit hours. All students are required to complete a thesis; up to 6 credit hours in ATMO 899 may be applied to their program. The following courses are required: ATMO 710 Atmospheric Dynamics (new course), ATMO 720 Atmospheric Modeling and GEOG 716 Advanced Geostatistics. In addition, a minimum of 3 additional credits of atmospheric science courses 700 level or above and 6 credits of courses 500 level or above from outside the Geography department are required. A maximum of 6 credits of 500 and 600 level atmospheric science courses (excluding ATMO 505) can be included in the program.
7. Faculty Profile	Faculty teaching in this program are all affiliated with the Department of Geography. These include: David Braaten (Professor, PhD, University of California, Davis), 15% FTE, Nathaniel Brunsell (Assistant Professor, PhD, Utah State), 20% FTE, Johannas Feddema (Professor, PhD, University of Delaware), 10% FTE, David Mechem (Assistant Professor, PhD, University of Washington), 20% FTE, Donna Tucker (Associate Professor, PhD, Colorado State), 20% FTE, Cornelius Van der Veen (Associate Professor, PhD, University of Utrecht), 10% FTE
8. Student Profile	Entering students are expected to have a bachelors degree in atmospheric science or another physical science, mathematics or engineering. Some students may currently be employed. We anticipate drawing students from other states and countries
9. Academic Support	Students will be assigned a faculty adviser to guide them through the program and direct their research. They will also be aided by a three-member graduate committee. The current level of library and academic support services available at the University of Kansas and in the Department of Geography are sufficient to support the proposed program.
10. Facilities and Equipment	The Atmospheric Science program already has sufficient facilities and equipment to support this program with the normal computer replacement cycle. No new facilities or equipment will be needed for the proposed program.
11. Program Review, Assessment, Accreditation	The College of Liberal Arts and Sciences conducts departmental reviews. The Department of Geography is scheduled to be reviewed in 2009-2010 and every 7-8 years thereafter. Curricula for department courses are reviewed each year during the faculty evaluation process to ensure that they are appropriate for the courses being taught. No professional organization accredits masters programs in atmospheric science.
12. Costs, Financing	Funding for the proposed program will come through internal reallocation within the College of Liberal Arts and Sciences and the Department of Geography budgets. An additional Graduate Teaching Assistantship will be added to the three which already exist to support students in this program.

**CURRICULUM OUTLINE
NEW DEGREE PROPOSALS
Kansas Board of Regents**

I. Identify the new degree:

Master of Science in Atmospheric Science

II. Provide courses required for each student in the major:

	Course Name & Number	Credit Hours
Core Courses	_ATMO 710 Atmospheric Dynamics_____	_ 3 _
	_ATMO 720 Atmospheric Modeling_____	_ 3 _
	_GEOG 716 Advanced Geostatistics_____	_ 3 _
	_____	_____
	_____	_____
Electives	9 credit hours of atmospheric science courses including no more than 6 credits at the 500 and 600 level (excluding ATMO 505)	_ 9 _
	6 credit hours of courses level 500 and above outside Geography Department__	_ 6 _
	_____	_____
Research	Maximum of 6 credit hours of ATMO 899 _____	_ 6 _
	_____	_____
Practica	_____	_____
	_____	_____
	_____	_____
	Total	<u>30</u>

Implementation Year Fiscal 2010						
Fiscal Summary for Proposed Academic Programs						
Institution: <u>University of Kansas - Lawrence</u>			Proposed Program: M.S. in Atmospheric Science			
Part I. Anticipated Enrollment						
	Implementation Year		Year 2		Year 3	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
A. Headcount	4	2	9	3	16	4
B. Total SCH taken by all students in the program	84		180		312	
Part II. Program Cost Projection						
A. In the <u>implementation year</u> , list all identifiable General Use costs to the academic unit(s) and how they will be funded. In subsequent years, please include only the additional amount budgeted.						
	Implementation Year		Year 2		Year 3	
<u>Base Budget</u>						
Salaries	\$	16,500	\$	-	\$	-
OOE		211		-		-
Total	\$	16,711	\$	-	\$	-
Indicate source and amount of funds if other than internal reallocation:						
Revised: September, 2003						

4. APPROVE REQUEST FOR MASTER OF SCIENCE IN ENTREPRENEURSHIP – KSU

Summary and Recommendation

Universities may apply for approval of new academic programs following the guidelines of Appendix G in the Kansas Board of Regents Policies and Procedures Manual. Kansas State University has submitted an application for approval of a Master of Science in Entrepreneurship (52.0701). The proposing academic unit has responded to all of the requirements of the program approval process. No other institution has programs utilizing this Classification of Instructional Program (CIP) code in the state universities. The program will be funded through internal reallocation. Staff concurs with the Council of Presidents and the Council of Chief Academic Officers in recommending approval.

10/17/08

Background

Criteria	Program Summary
1. Program Identification	<p>Bachelor of Science in Business Administration with a Major in Entrepreneurship CIP Code: 52.0701 Anticipated Effective Date: Fall 2009</p>
2. Academic Unit	<p>College of Business Administration; the initial department assuming responsibility for administering this program will be the Department of Management</p>
3. Program Description	<p>The proposed major in Entrepreneurship will be a collaborative, cross-disciplinary program that will build upon the existing entrepreneurship coursework in Management, adding required courses in Marketing and Finance, as well as offering electives from non-Business departments of Mass Communications and Agricultural Economics. The establishment of a major in entrepreneurship would:</p> <ol style="list-style-type: none"> 1. Provide a full range of coursework aimed at assisting students with the creation and development of new venture ideas, and the skills to develop a marketing plan, financial plan and a complete business plan for their ideas. 2. Establish stronger connections to local entrepreneurs and small business owners to serve as advisors and mentors for the KSU academic departments and students. 3. Provide an avenue for students who are budding entrepreneurs to more fully prepare for the realities of business as they start their new ventures. 4. Allow KSU to compete for the growing number of students who desire the opportunity to study the entrepreneurial process within the context of business. 5. Provide additional integration with the established structure of entrepreneurship opportunities within the KSU community (i.e., NISTAC, Advance Manufacturing Institute). 6. Provide courses that will be available to all majors across the KSU academic environment, so that those outside the College of Business have access to information on starting up new business ventures.

	<p>This major in Entrepreneurship will focus on the business skills needed to develop ideas into real business ventures. It is recognized that not all entrepreneurs will emerge from a College of Business; however, the number of entrepreneurship programs located in Business schools suggests that housing this major in Business fits with most models in the US. While the major is intended to establish a new focus for incoming business students, some of the courses developed for the major will be available to all KSU students so that those outside of Business will also benefit.</p>
<p>4. Demand/Need for the Program</p>	<p>The College of Business Administration provides an excellent business education for its students, and has a strong reputation with many corporate and business partners in and outside the State of Kansas. Placement rates of our graduates generally range in the area of 85-90% across all majors, economic situations notwithstanding. The majors offered in Business Administration include functional areas of Accounting, Finance, Management, Management Information Systems, and Marketing.</p> <p>While a strong business education with a functional major satisfies many business students, it does not suit the special needs of a growing number interested in Entrepreneurship. Entrepreneurship is the fastest growing major in Business schools across the country. The Kauffman Foundation in Kansas City reports that there were fewer than 5 entrepreneurship courses offered in the early 1970s. Recent statistics report that over 2,100 colleges and universities offer at least one course in entrepreneurship. The 2008 US News & World Report lists 128 colleges and universities with majors in Entrepreneurship/Entrepreneurial Studies. Enrollments in such programs demonstrate that business and non-business majors alike are interested in gaining an understanding of the basic concepts of entrepreneurial thinking and the commercialization of new ventures ideas.</p> <p>With the rising interest in entrepreneurship courses nationally, KSU is in the process of developing a broader university-wide focus on entrepreneurship. A university task force reported in its recommendations to the Provost that there is a need for a campus-wide approach to entrepreneurship. At this point, there is only a proposed framework; no courses or structure has been defined. The need for this focus on entrepreneurship is evident as one examines state rankings of entrepreneurial activity. According to a 2005 “Kauffman Index of Entrepreneurial Activity State Report,” the State of Kansas ranks in the lower third among all states in entrepreneurial activity per capita. There is clearly a need for an enhanced focus on Entrepreneurship on campus.</p> <p>The Department of Management in the College of Business Administration has offered an Entrepreneurship track within the Management major about 10 years ago. While the track has attracted some students to entrepreneurship over the years, it does not allow KSU to compete for prospective students who want a more complete experience in Entrepreneurship. In order to be more competitive with regional schools and attract a broader range of budding entrepreneurs to KSU, it is necessary to develop a full business major in Entrepreneurship.</p>

	<p>The major in Entrepreneurship in the College of Business is intended to complement, as well as provide resources and classes for, other potential programs developed at KSU in entrepreneurship. One proposal developed from the Provost’s task force was for an interdisciplinary minor in Entrepreneurship. While a minor will allow students from all majors to enhance their degrees with a few courses in entrepreneurship, the major in Entrepreneurship specifically targets business students who seek a deeper understanding of the entrepreneurial process and a well rounded business degree. Some courses in the business major will be open to all students.</p>
<p>5. Comparative / Locational Advantage</p>	<p>The KSU community and the College of Business Administration are well-positioned to offer a degree in Entrepreneurship at the present time. The University clearly has an interest in pursuing Entrepreneurship at a broad level based on the recommendations of the Provost’s task force. The University also has local partners such as the National Institute for Strategic Technology Acquisition and Commercialization (NISTAC), the Advanced Manufacturing Institute (AMI), and support of the local entrepreneurial community. The additional campus focus on bio-technology and bio-safety innovation will likely enhance the need for strong, grounded academic programs to support budding entrepreneurs.</p> <p>The CBA, as part of the priority setting activities over the past 4 years, developed the strategic initiative of Commercialization, Entrepreneurship and Innovation as one of its keys to pursuing national recognition. In support of this initiative, funding was received to hire a University Endowed Professor in Entrepreneurship. This past fall, Dr. Jeff Hornsby, a nationally recognized scholar in Entrepreneurship, was hired to fill this position. His previous experience at Ball State University, rated as one of the top entrepreneurship programs in <i>Entrepreneurs Magazine</i>, will be invaluable for future development of programs and courses.</p>
<p>6. Curriculum</p>	<p>Students will take the following coursework:</p> <p>Business Administration Pre-Professional program (BAPP) consisting of 63 hrs of General Education and other courses, including ACCTG 231 & 241, and MANGT 366.</p> <p>Business Core (21 hrs) FINAN 450 Principles of Finance MANGT 420 Management Concepts MANGT 421 Introduction to Operations Management MANGT 595 Business Strategy MANGT 596 Business, Government, & Society MKTG 400 Marketing STAT 351 Business and Economics Statistics II</p>

	<p>Required classes for Entrepreneurship Major (18 hrs): GENBA 240 Introduction to New Venture Creation MANGT 390 Business Law MANGT 440 Entrepreneurship MANGT 540 Small Business Consulting FINAN 561 Finance for Entrepreneurs MKTG 241 Marketing Plans for New Ventures</p> <p>Major Electives (6 hrs, choose 2 from the following list): ACCTG 331 Accounting Processes & Controls (4 hr class) ACCTG 342 Taxation (Pr: ACCTG 331) ACCTG 433 Financial Controls (Pr: ACCTG 433) AGECE 202 Small Business Operations MANGT 531 Human Resource Management MANGT 535 Employment Law MANGT 653 Business Project Management MANGT 660 Demand-based Management for Supply Chain MANGT 662 Supply Chain Management MANGT 690 International Management MC 421 Advertising Sales MC 423 Global Advertising MC 446 Advertising Media Planning MC 456 Advertising Techniques MKTG 450 Consumer Behavior MKTG 541 Retailing (Pr: MKTG 450) MKTG 542 Personal Selling MKTG 543 Integrated Marketing Communications (Pr: MKTG 450) MKTG 545 Marketing Channels MKTG 546 Services Marketing MKTG 642 Marketing Research (Pr: MKTG 450)</p> <p>Economics Electives (3 hrs, suggest one of following ECON: 520, 523, 540, 620, or 640)</p> <p>Restricted Electives (6 hrs from Humanities, natural sciences, quantitative, or social science)</p> <p>Unrestricted Electives (9 hrs)</p> <p>Program Total of 126 Hours</p>
<p>7. Faculty Profile</p>	<p>In the fall semester 2008, we will have Dr. Jeff Hornsby joining the staff as the Vanier Chair in Entrepreneurship and Innovation. In addition to Dr. Hornsby, we have 3 tenured faculty members in Management (Bloodgood, Niehoff, & Katz), a tenured faculty member in Finance (Tavakkol), two instructors in Marketing (Martin & Lehman), and access to adjuncts in the local community</p>

	<p>who have taught or expressed interest in teaching our Entrepreneurship courses in the past. There are also faculty resources around the University who have expressed interest in teaching Entrepreneurship courses. This program would allow for an interdisciplinary approach to teaching in the program.</p>
8. Student Profile	<p>There are many students on campus who are interested in starting up a new business upon graduation. It is recognized that Entrepreneurship is not only for Business majors. This program, however, is intended to meet the needs of students majoring in business who have an interest in starting their own business. Courses within the major (specifically, GENBA 240 & MKTG 241) will be accessible by students from non-business majors, and could potentially be included in the University minor in Entrepreneurship, when it is initiated. We believe that there is a large component of students in the region and state of Kansas who want to major in Entrepreneurship, and choose either another school or another degree program because KSU does not have an Entrepreneurship major. This program will attract students who want to develop their business skills in addition to understand the entrepreneurial process.</p>
9. Academic Support	<p>This major is being initiated mostly through the use of existing courses. We will be creating two new courses for this major. With the addition of Dr. Hornsby to the faculty in the College of Business Administration, there will be no need for additional resources to teach the two new courses. Therefore, academic support for this program will be provided through existing resources.</p>
10. Facilities & Equipment	<p>No new facilities or equipment will be needed to implement this new major.</p>
11. Program Review, Assessment, & Accreditation	<p>Program review for the new major will fall within the responsibilities of the Department of Management and will be reviewed when its programs are reviewed. The Department of Management and the College of Business Administration will also be responsible for the assessment of the student learning outcomes. The College of Business Administration is accredited by the AACSB International, and this program will fall under that accreditation process.</p> <p>The SLOs for the program, as well as the assessment plan, are shown at the end of this document.</p>
12. Costs, Financing	<p>There are no additional costs anticipated for this program beyond minor internal reallocation of some faculty time.</p>

**CURRICULUM OUTLINE
NEW DEGREE PROPOSALS
Kansas Board of Regents**

- I. Identify the new degree:
Major in Business Entrepreneurship
- II. Provide courses required for each student in the major:

Course Number & Name	Credit Hours
Required Entrepreneurship classes (18 hrs):	
GENBA 240 Introduction to New Venture Creation	3
MANGT 390 Business Law	3
MANGT 440 Entrepreneurship	3
MANGT 540 Small Business Consulting	3
FINAN 561 Finance for Entrepreneurs	3
MKTG 241 Marketing Plans for New Ventures	3
Major Electives (6 hrs, choose 2 from the following list):	
ACCTG 331 Accounting Processes & Controls	4
AGEC 202 Small Business Operations	3
MANGT 531 Human Resource Management	3
MANGT 535 Employment Law	3
MANGT 653 Business Project Management	3
MANGT 660 Demand-based Management for Supply Chain	3
MANGT 662 Supply Chain Management	3
MANGT 690 International Management	3
MC 421 Advertising Sales	3
MC 423 Global Advertising	3
MC 446 Advertising Media Planning	3
MC 456 Advertising Techniques	3
MKTG 450 Consumer Behavior	3
MKTG 541 Retailing (Pr: MKTG 450)	3
MKTG 542 Personal Selling	3
MKTG 545 Marketing Channels	3
MKTG 546 Services Marketing	3
MKTG 642 Marketing Research (Pr: MKTG 450)	3
Total:	24

IMPLEMENTATION YEAR FY 2009-10

Fiscal Summary for Proposed Academic Programs

Institution: **College of Bus. Admin.**

Proposed Program: **Business Major in Entrepreneurship**

Part I. Anticipated Enrollment	Implementation Year		Year 2		Year 3	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
A. Full-time, Part-time Headcount:	20	15	30	20	40	30
B. Total SCH taken by all students in program	780 hrs		1140 hrs		1560 hrs	
Part II. Program Cost Projection						
A. In implementation year one, list all identifiable General Use costs to the academic unit(s) and how they will be funded. In subsequent years, please include only the additional amount budgeted.						
	Fall, Implementation Year		Year 2		Year 3	
<u>Costs:</u>						
Salaries	\$100,000		\$103,000		\$106,000	
OOE	\$2,000		\$2,000		\$2,000	
Total	\$102,000		\$105,200		\$108,000	

Indicate source and amount of funds if other than internal reallocation:

All funds for this major will come from either the Vanier Endowed Chair in Entrepreneurship or internal reallocation of OOE or salary funds within the Dept or College.

B. *Fiscal Affairs and Audit*
Regent Jill Docking

Diane Duffy
Vice President for Finance and Administration

Eric King
Director of Facilities

1. AMEND FY 2009 REHABILITATION & REPAIR LIST – KSU

Kansas State University requests Board of Regents approval to modify its Fiscal Year 2009 Repair and Rehabilitation plan to include a project to finish approximately 3,700 square feet of shell space that was left unfinished when Pat Roberts Hall was constructed. The project includes extension of HVAC, electrical and other systems into the area as well as construction of office space, restrooms, conference room and other similar areas. The total cost of the project is estimated to be \$510,000. The entire cost of the project will be funded by private funds on deposit at the KSU Foundation.

C. *Retirement Plan Committee*
Regent Dan Lykins

Madi Vannaman
Staff Affiliate

1. AMEND THE INVESTMENT POLICY STATEMENT FOR THE MANDATORY RETIREMENT PLAN

Summary and Staff Recommendation

The Board approved an Investment Policy Statement (IPS) for the Mandatory Retirement Plan at its December 2005 meeting. The IPS established formal benchmarks against which performance is measured for the investment options offered under the Plan. Updates to the IPS are needed to add peer groups and benchmarks for new funds approved by the Board in April 2008, ING's PIMCO Real Return and PAX World Balanced; update benchmarks for the ING Lifecycle Investment Options and the CREF Social Choice Account; and to add a peer group for the CREF Treasury Inflation Protected Bond. The RPC recommends these amendments to the IPS. Staff concurs.

Background

The Board of Regents oversees the 403(b) Mandatory Retirement plan for faculty and staff at the in the Board office and at the six state universities. The Board manages its fiduciary responsibility for the KBOR Mandatory Retirement Plan by delegating to its Retirement Plan Committee (RPC) appropriate management and periodic review of the Plan. The RPC advises the Board, and the Board retains final decision making authority. The Board has also engaged a consultant, Deloitte Consulting, to work closely with the RPC and to provide advice regarding the oversight of investment options. The RPC's role is to develop the necessary expertise to provide the Board the information it needs to make decisions about the Mandatory Plan that are in the best interest of the participants.

Investment Policy Statement

The Board has approved various Plan documents that govern the Plan, including an Investment Policy Statement (IPS). The IPS has two primary functions: (1) to establish roles and responsibilities between the Board and the RPC and demonstrate that the Board is fulfilling its duties for the plan; and (2) to establish criteria by which investment providers and their funds will be measured in order to be included in the Mandatory Plan.

Upon advice from Deloitte Consulting, the RPC recommends the following changes to the IPS:

A. Adding the two new ING funds approved by the Board of Regents at the April 2008 meeting and their respective peer group and benchmarks:

PIMCO Real Return, a treasury inflation protected securities bond, using the Lipper Treasury Inflation Protected Securities Style as the peer group and the Lehman US TIPS Index as the benchmark.

PAX World Balanced, using the Callan Mutual Fund Domestic Balanced Style as the peer group and the 60% S&P 500 Index/40% Lehman Aggregate Bond Index as the benchmark.

B. ING Solutions funds (lifecycle investment options) – When initially introduced, ING selected very broad, static indexes as benchmarks including Lehman Brothers Aggregate, S&P 500 and Russell 3000. Recently, ING switched to the Dow Jones Target Series Indexes as the new benchmark. Deloitte Consulting indicates the new benchmark is more consistent with the asset allocation ING uses for the funds and it will be a better comparative and more representative tool.

C. TIAA-CREF Treasury Inflation Protected Securities – Previously, there was no peer group established for comparison purposes for the TIPs funds. Deloitte recommends using the recently introduced Lipper TIPs mutual fund peer group as a point of reference; this is the same peer group recommended for use with the ING TIPs fund.

D. TIAA-CREF Social Choice fund – TIAA-CREF recently updated the benchmark for this fund, changing it from 60% S&P 500/ 40% Lehman Brothers Aggregate to 47% Russell 3000/13% MSCI EAFE+Canada/40% Lehman Brothers Aggregate. Deloitte recommends using the new benchmark as international exposure is not captured in the S&P but is captured in EAFE. Additionally, the Social Choice fund is able to invest across the domestic market capitalization spectrum. The Russell 3000 Index captures approximately 98% of the US equity market cap making it a more appropriate benchmark relative to the S&P 500 which captures approximately 75% of the U.S. market capitalization.

Staff recommends the Board amend the IPS as recommended by the RPC.

APPENDIX -- ING

Fund Array and Performance Objectives

<u>Investment Option Category</u>	<u>Fund Name</u>	<u>Peer Group Universe</u>	<u>Market Benchmark</u>
Principal Protection	ING Aeltus Money Market Fund – A ¹	Callan Money Market Style	90 Day T-Bill Index
Principal Protection	ING Fixed Plus Account III ¹	Callan Stable Value Style	Ryan Labs GIC 3-Year Index
Bond	ING Intermediate Bond Fund – A ⁱ	Callan Mutual Fund: Core Bond Style	Lehman Brothers Aggregate Bond Index
<u>Bond – Treasury Inflation Protected Securities</u>	<u>PIMCO Real Return – A¹</u>	<u>Lipper Treasury Inflation Protected Securities Style</u>	<u>Lehman US TIPS Index</u>
<u>Balanced</u>	<u>PAX World Balanced¹</u>	<u>Callan Mutual Fund: Domestic Balanced Style</u>	<u>60% S&P 500 Index / 40% Lehman Aggregate Bond Index</u>
Core Equity	American Century Equity Growth – Adv. ¹	Callan Mutual Fund: Core Equity	S&P 500 Index
Core Equity	SSgA S&P 500 Index ²	Lipper S&P 500 Objective Style	S&P 500 Index

<u>Investment Option Category</u>	<u>Fund Name</u>	<u>Peer Group Universe</u>	<u>Market Benchmark</u>
Style Based Equity	American Funds Fundamental Investors – R4 ¹	Callan Mutual Fund: Large Cap Value Style	Russell 1000 Value Index
Style Based Equity	American Funds Growth Fund of America – R4 ¹	Callan Mutual Fund: Large Cap Growth Style	Russell 1000 Growth Index
Aggressive Equity	Columbia Mid-Cap Value – A ¹	Callan Mutual Fund: Mid Cap Value Style	Russell Mid Cap Value Index
Aggressive Equity	Vanguard Mid-Cap Index – Admiral Shares ²	Callan Mutual Fund: Mid Cap Broad Style	Prior to May 16, 2003 the S&P MidCap 400 Index, thereafter MSCI US Mid Cap 450
Aggressive Equity	ING AllianceBernstein Mid Cap Growth – Service Class ¹	Callan Mutual Fund: Mid Cap Growth Style	Russell Mid Cap Growth Index
Aggressive Equity	Lord Abbett Small-Cap Blend Fund – Class A ¹	Callan Mutual Fund: Small Cap Broad Style	Russell 2000 Index
Aggressive Equity	Vanguard Small-Cap – Admiral Shares ²	Callan Mutual Fund: Small Cap Broad Style	Prior to May 16, 2003 the Russell 2000, thereafter MSCI US Small Cap 1750
Aggressive Equity	ING Baron Small Cap Growth Portfolio – Initial Class ¹	Callan Mutual Fund: Small Cap Growth Style	Russell 2000 Growth Index
Global Equity	ING Oppenheimer Global Portfolio – Initial Class ¹	Callan Mutual Fund: Global Equity Style	MSCI World Index
International Equity	American Funds EuroPacific Growth – R4 ¹	Callan Mutual Fund: Non-U.S. Equity	MSCI EAFE Index
Equity – Sector Fund	ING Real Estate – Inst. ¹	Lipper Real Estate Funds	NAREIT Composite Index
Lifecycle Investment Options	ING Solution Income Portfolio – Initial Class ¹ ING Solution 2015 Portfolio – Initial Class ¹ ING Solution 2025 Portfolio – Initial Class ¹ ING Solution 2035 Portfolio – Initial Class ¹ ING Solution 2045 Portfolio – Initial Class ¹	NA	Lehman Brothers Aggregate Bond Index-Dow Jones Target Today Index - Global 60% S&P 500 Index / 40% Lehman Brothers Aggregate Bond Index-Dow Jones Target 2015 Index – Global 60% S&P 500 Index / 40% Lehman Brothers Aggregate Bond Index-Dow Jones Target 2025 Index - Global Russell 3000 Index-Dow Jones Target 2035 Index - Global Russell 3000 Index-Dow Jones Target 2045 Index - Global

APPENDIX – TIAA-CREF**Fund Array and Performance Objectives**

<u>Investment Option Category</u>	<u>Fund Name</u>	<u>Peer Group Universe</u>	<u>Market Benchmark</u>
Principal Protection	CREF Money Market ¹	Callan Money Market Style	90 Day T-Bill Index
Principal Protection	TIAA Traditional Annuity ¹ TIAA Stable Return Annuity ¹	Callan Stable Value Style	Ryan Labs 3-Year GIC Index
Bond	CREF Bond Market Account ¹	Callan Mutual Fund: Core Bond Style	Lehman Brothers Aggregate Bond Index
Bond - Treasury Inflation Protected Securities	CREF Inflation Linked Bond Account ¹	NA <u>Lipper Treasury Inflation Protected Securities Style</u>	Lehman US TIPS Index
Balanced	CREF Social Choice Account ¹	Callan Mutual Fund: Domestic Balanced Style	60% S&P 500 Index 40% Lehman Aggregate Bond Index 47% Russell 3000 / 13% MSCI EAFE + Canada / 40% Lehman Brothers Aggregate Bond
Core Equity	CREF Equity Index Account ²	Callan Mutual Fund: Core Equity Style	Russell 3000 Index
Core Equity	TIAA-CREF S&P 500 Index Fund ²	Lipper S&P 500 Objective Style	S&P 500 Index
Core Equity	CREF Stock Account ¹	Callan Mutual Fund: Core Equity Style	CREF Composite Benchmark (Russell 3000 Index, MSCI EAFE + Canada Index, MSCI Emerging Markets Index)
Style Based Equity	CREF Growth Account ¹ American Funds Growth Fund of America ¹	Callan Mutual Fund: Large Cap Growth Style	Russell 1000 Growth Index
Style Based Equity	TIAA-CREF Large-Cap Value Fund ¹	Callan Mutual Fund: Large Cap Value Style	Russell 1000 Value Index
Aggressive Equity	TIAA-CREF Mid-Cap Value Fund ¹	Callan Mutual Fund: Mid Cap Value Style	Russell Mid Cap Value Index
Aggressive Equity	TIAA-CREF Mid-Cap Blend Index Fund ²	Callan Mutual Fund: Mid Cap Broad Style	Russell Mid Cap Index

APPENDIX – TIAA-CREF (Cont.)

<u>Investment Option Category</u>	<u>Fund Name</u>	<u>Peer Group Universe</u>	<u>Market Benchmark</u>
Aggressive Equity	TIAA-CREF Mid-Cap Growth Fund ¹	Callan Mutual Fund: Mid Cap Growth Style	Russell Mid Cap Growth Index
Aggressive Equity	Royce Opportunity ¹	Callan Mutual Fund: Small Cap Value Style	Russell 2000 Value Index
Aggressive Equity	TIAA-CREF Small-Cap Blend Index Fund ²	Callan Mutual Fund: Small Cap Broad Style	Russell 2000 Index
Aggressive Equity	TIAA-CREF Small-Cap Growth Index Fund ²	Callan Mutual Fund: Small Cap Growth Style	Russell 2000 Growth Index
Global Equity	CREF Global Equities Account ¹	Callan Mutual Fund: Global Equity Style	MSCI World Index
International Equity	TIAA-CREF International Equity Index ² American Funds EuroPacific Growth ¹	Callan Mutual Fund: Non-U.S. Equity Style	MSCI EAFE Index
Real Estate- Direct Investment	TIAA Real Estate Account ¹	Callan Total Real Estate Style	TIAA Real Estate Custom Composite

Lifecycle Investment Options	TIAA-CREF Lifecycle 2010 ¹	NA	2010 Fund Composite Index
	TIAA-CREF Lifecycle 2015 ¹		2015 Fund Composite Index
	TIAA-CREF Lifecycle 2020 ¹		2020 Fund Composite Index
	TIAA-CREF Lifecycle 2025 ¹		2025 Fund Composite Index
	TIAA-CREF Lifecycle 2030 ¹		2030 Fund Composite Index
	TIAA-CREF Lifecycle 2035 ¹		2035 Fund Composite Index
	TIAA-CREF Lifecycle 2040 ¹		2040 Fund Composite Index

¹ All actively managed funds or funds with any component that is actively managed are expected to outperform the market benchmark and provide above median results relative to its peer group over the majority of observable cumulative and rolling three-year periods.

² For indexed/passively managed options, performance should be within a reasonable tolerance of the index it is replicating after taking into consideration the fund’s expense ratio and above median relative to its peer group over the majority of observable cumulative and rolling three-year periods.

VII. CONSIDERATION OF DISCUSSION AGENDA

A. *Academic Affairs*
Regent Gary Sherrer

Dr. Gary Alexander
Vice President for Academic Affairs

1. **AMEND SPOKEN ENGLISH LANGUAGE COMPETENCY OF FACULTY AND GRADUATE TEACHING ASSISTANTS (SPEAK/TSE)**

Summary and Recommendations

Currently the Board Policy Manual requires the universities to judge the English speaking ability of all potential faculty and graduate teaching assistants. Historically, either the written version of the Test of Spoken English (TSE) or the Speaking Proficiency English Assessment Kit (SPEAK) have been used. The Educational Testing Service (ETS) is moving toward an internet based form of testing. In order for the state universities to use this form of assessment of language proficiency, the current policy must be amended. Board Staff concurs with the Council of Presidents and the Council of Chief Academic Officers in recommending approval.

11/06/08

Background

At its June meeting COCAO requested a revision of the policy regarding Spoken English Language Competency for Faculty and Graduate Teaching Assistants to include use of *The Test of English as a Foreign Language internet Based Test* (TOEFL iBT). The ETS website indicates that the focus of the TOEFL iBT is on the ability to communicate effectively and measure how well one can use the language.

Currently, in order to be eligible for appointment without spoken English remediation, faculty and graduate teaching assistants must attain an acceptable score on the assessment which has recently been changed in the Board Policy Manual to 50 on the TSE or on SPEAK. In order for the state universities to use the Speaking Section of the TOEFL iBT an acceptable test score for this assessment must be established. During the September meetings, COCAO and COPS considered the feasibility of setting a minimum score for the Speaking Section of the TOEFL iBT. However, the recent shift to the TOEFL iBT results in insufficient data on which to establish a reliable minimum score. Consequently, staff recommends amending the policy to allow board staff, in collaboration with COCAO, to establish a minimum test score on a regular basis until adequate data are available to include the specific minimum score in policy.

1. Proposed Policy

To modify Chapter II, Section F, 3 of the KBOR Policy Manual as follows:

3. **SPOKEN ENGLISH LANGUAGE COMPETENCY OF FACULTY AND GRADUATE TEACHING ASSISTANTS**

a. **Faculty**

All prospective faculty members of ~~Regents institutions~~ state universities, except visiting professors on exchange for one year or less, must have their spoken English competency assessed prior to employment through interviews with not fewer than three institutional personnel, one of whom shall be a student. Faculty shall include all full-time or part-time personnel having

classroom or laboratory instructional responsibilities and/or direct tutorial or advisement contact, other than for courses or sessions conducted primarily in a foreign language. An oral interview shall be conducted either face-to-face or by mediated means. To be eligible for an appointment without spoken English language remediation conditions, prospective faculty found to be potentially deficient in speaking ability shall be required to achieve a minimum score of 50 on the Test of Spoken English (TSE) or the Speaking Proficiency English Assessment Kit (SPEAK), or equivalent, or a minimum score, set by Board staff in consultation with the Council of Chief Academic Officers and with the approval of the Board Academic Affairs Standing Committee, on the Speaking section of the Test of English as a Foreign Language internet Based Test (TOEFL iBT). ~~to be eligible for an appointment without spoken English language remediation conditions.~~ A report detailing the process for interviewing prospective faculty, including the composition of the interview team and scores from the TSE or SPEAK for each candidate, will be submitted to the President/CEO of the Board every other year. (2-16-06)

b. Graduate Teaching Assistants

All prospective graduate teaching assistants of the ~~Regents institutions~~ state universities shall have their English competency assessed prior to being considered for any employment having classroom or laboratory instructional responsibility and/or direct tutorial responsibilities. The following shall be used to implement this policy:

(1) All prospective graduate teaching assistants, whose first language is not English, must be interviewed and have their competency in spoken English assessed by no fewer than three institutional personnel, one of whom shall be a student. An oral interview shall be conducted either face-to-face or by mediated means.

(2) ~~Any~~ To be eligible for an appointment without spoken English language remediation conditions, all prospective graduate teaching assistants, whose first language is not English, shall be required to achieve a minimum score of 50 on the Test of Spoken English (TSE) or the Speaking Proficiency English Assessment Kit (SPEAK), or equivalent, or a minimum score, set by Board staff in consultation with the Council of Chief Academic Officers and with the approval of the Board Academic Affairs Standing Committee, on the Speaking section of the Test of English as a Foreign Language internet Based Test (TOEFL iBT) ~~to be eligible for an appointment without spoken English language remediation.~~ (2-22-06)

(3) All prospective graduate teaching assistants who do not meet the above requirements shall not be assigned teaching responsibilities nor other tasks requiring direct instructional contact with students.

(4) An exception will be made for courses taught in sign language.

(5) A report detailing the process for interviewing graduate teaching assistants, whose first language is not English, including the composition of the interview team and scores from the TSE or SPEAK for each candidate, will be submitted to the President/CEO of the Board every other year.

c. General

~~Regents institutions~~ State universities shall develop implementing policies and procedures for the administration of this policy and shall report to the Board as to the effectiveness of such policy; and may adopt standards that exceed or are additional to those contained herein. (6-28-85; 2-18-88; 6-27-91; 6-28-95; 9-21-95; 6-27-96; 1-20-05)

2. Rationale for Change

This policy change is proposed to update the current policy to reflect current practices by ETS and the movement toward internet based testing.

3. Sector Analysis

Proposed policy revision to be reviewed by COCAO and COPs.

4. Faculty Analysis

Not applicable

5. Student Analysis

Not applicable

6. Fiscal Analysis

Not applicable

7. Additional Considerations

General Counsel has reviewed the policy.

8. Staff Recommendation

Staff recommends approval.

2. APPROVE REQUEST TO SEEK ACCREDITATION OF THE CERTIFICATE PROGRAM IN ADVANCED EDUCATION IN GENERAL DENTISTRY – WSU

Summary and Recommendation

Policy requires Board approval prior to seeking initial accreditation for an academic program at a state university. Wichita State University is requesting approval to seek accreditation of a new certificate program in Advanced Education in General Dentistry. Staff recommends approval. 10/17/08

Background

The growing shortage of dentists in Kansas has been a source of concern over the past several years. The Kansas Dental Association regularly testifies before legislative committees about this issue. Kansas does not have a dental school; however, Kansas does contract with the dental school at the University of Missouri-Kansas City to provide 80 seats to Kansas residents at in-state tuition rates.

Several years ago, community leaders approached Wichita State University with a request to establish a dentistry program that might help to alleviate the statewide shortage in dental care. After a series of planning meetings with widespread representation from the oral health community, the county, and other stakeholders, the Advanced Education in General Dentistry (AEGD) certificate program was established. The program must have preliminary approval from the Commission on Dental Accreditation (CODA) prior to accepting the first students in the summer of 2009.

Board policy states (Chapter II D. 7.(f.)):

The Kansas Board of Regents believes that accreditation is an important indicator of institutional and program quality but that it must be balanced by considerations such as the relationship of accreditation to institutional mission, role, and aspiration, as well as, the costs associated with accreditation visits and recommendations.

(1) Board approval is required when any Regents university seeks accreditation for any program which it does not hold. Board approval shall be preceded by a formal proposal to the Board to seek accreditation. Where a program at any Regents institution is unaccredited, Board approval must be obtained and granted prior to beginning the accreditation process. The proposal should include information on the accrediting agency and a table of costs associated with accreditation.

The AEGD program is a postdoctoral program that will provide dentists with clinical experience beyond that received in dental school. These postdoctoral dentists will provide services at several regional medical centers and community outreach clinics, thereby increasing access to low-cost dental services in the Wichita area. The hope is that at least some of these dentists will elect to remain in Kansas at the conclusion of the program.

The AEGD program will be housed in the College of Health Professions. It complements the dental hygiene program and is therefore a good fit with the mission of Wichita State University. The program is largely supported by private funds; the only state funds supporting the program are from KDHE.

CODA is affiliated with the American Dental Association; it is the only dental accrediting agency recognized by the U. S. Department of Education. Accreditation is based upon five standards: institutional and program effectiveness, educational program, faculty and staff, educational support services, and patient care services. The application fee for initial accreditation is \$2795; annual fees are \$400. Because the program was designed around the CODA requirements, additional accreditation-related costs are not anticipated.

Staff recommends approval of the request.

3. ACCEPT QUALIFIED ADMISSIONS REPORT

Summary and Recommendation

The seventh cohort of students subject to qualified admission (QA) criteria was admitted to the universities in the 2007-2008 year. The annual report on freshman class admission, as related to the QA criteria, is presented below. Staff recommends acceptance of the report. *10/13/08*

Background

Implementation of the qualified admission (QA) legislation (K.S.A. 76-717) began eleven years ago. The first students subject to qualified admission criteria were the 2001 high school graduates; they were admitted to the universities for the 2001-2002 year. The seventh cohort, the 2007 high school graduates, was admitted to the universities for the 2007-2008 year.

In the report below, the qualified admission process is briefly summarized. Then the annual report on the 2007-2008 freshman class admission is presented, as required by statute. Note that all of the data are very similar to data from past years. Finally, future developments are briefly summarized.

Review of Qualified Admission

Prior to K.S.A. 76-717, all Kansas state universities were “open admission.” Statute now requires freshman graduates from an accredited high school (who are under the age of 21) to meet one of three minimum requirements in order to be guaranteed admission to a state university: earn a minimum ACT score; or graduate in the top one-third of the high school class; or successfully complete a prescribed precollege curriculum. The admission requirements are summarized below.

Table 1. Minimum Statutory Criteria for Admission to a State University¹

	Resident²	Nonresident³
Freshman applicant under 21 years of age (less than 24 hours of transferable postsecondary coursework)	<ul style="list-style-type: none"> • Graduate from accredited high school AND <ul style="list-style-type: none"> ○ Earn ACT composite of 21 or above OR ○ Graduate in top 1/3 of class OR ○ Earn GPA of 2.0 in QA precollege curriculum OR • Earn GED with specified scores 	Graduate from accredited high school AND <ul style="list-style-type: none"> • Earn ACT composite of 21 or above OR • Graduate in top 1/3 of class OR • Earn GPA of 2.5 in QA precollege curriculum
Transfer applicant under 21 years of age (24 or more hours of transferable postsecondary coursework)	Earn 24 or more transferable credit hours with GPA of 2.0 or above	Earn 24 or more transferable credit hours with GPA of 2.0 or above
Freshman or transfer applicant 21 years of age or older	<ul style="list-style-type: none"> • Graduate from accredited high school OR • Earn GED with specified scores 	

1. State universities are allowed, but not required, to admit **resident** applicants who do not meet the minimum requirements through the 10% exception window.
2. State universities are required to admit students who have met these minimum criteria.
3. State universities are allowed, but not required, to admit students who have met these minimum criteria.

State universities *may* admit applicants who do not meet these minimum criteria, but the number of these exceptions is limited by statute to 10% of the university's total freshman admissions. This is referred to as the 10% exception window.

Not all students are subject to the three minimum criteria listed above. Students who are 21 or older and who earned a GED or who graduated from an accredited Kansas high school, are guaranteed admission to state universities by statute.

Admission Procedures

When making admission decisions, the state universities review student materials in a specified order. First, the university checks the ACT or SAT score. Students with a composite ACT score of 21 or higher (or a score of 980 or higher on the SAT-I Recentered) are automatically admitted under the test score criterion.

Second, if the student's test score is below the qualified admission criterion, the university checks the student's high school class rank. Students graduating in the top 1/3 of their high school class are automatically admitted under the class rank criterion.

Third, if the student's class rank is below the qualified admission criterion, the university checks the student's GPA in the prescribed qualified admission precollege curriculum. **Kansas** students with a **2.0** GPA (or higher) on a 4.0 scale are automatically admitted under the curriculum criterion; non-resident students with a **2.5** GPA (or higher) on a 4.0 scale are automatically admitted under the curriculum criterion.

Kansas students who do not meet any of the qualified admission criteria may be considered for the 10% exception window. The number of students admitted in the 10% exception window is calculated as follows. First, total freshman admissions are counted; total freshman class admissions are counted three times, namely on the 20th day of the Summer, Fall, and Spring sessions of the current year. The maximum number of exceptions for the current year is equal to 10% of the sum of these three counts. Note that each state university has a written policy to guide decisions about exceptions.

Enrollment Report

The qualified admission statute requires the submission of "an annual report to the legislature containing the number and percentage of freshman class admissions permitted as exceptions to such standards. The information contained in the annual report shall be disaggregated by institution." Because students often apply to more than one university, the tables that follow show "duplicated" counts.

Table 2 presents the number and percent of students admitted by each state university under the 10% exception window. As required by statute, this information is disaggregated by institution. Note that all state universities observed the 10% exception window. The exceptions refer only to Kansas residents.

Table 2: Number of Students Admitted as Exceptions

	Exceptions	Admits	Percent
Emporia State U	148	1,540	9.6%
Ft. Hays State U	114	1,286	8.9%
Kansas State U	255	6,872	3.7%
Pittsburg State U	111	2,046	5.4%
Univ. of Kansas	77	9,628	0.8%
Wichita State U	45	2,661	1.7%

In the past, legislators have inquired about the number of students denied admission to state universities. This information is presented in Table 3.

Table 3: Number of Student Denials

	Resident			Non-Resident		
	Denials	Applied	Percent	Denials	Applied	Percent
Emporia State U	6	1,328	0.5 %	3	221	1.4 %
Ft. Hays State U	115	1,152	10.0 %	59	308	19.2 %
Kansas State U	24	4,995	0.5 %	21	1,922	1.1 %
Pittsburg State U	16	1,531	1.0 %	29	560	5.2 %
Univ. of Kansas	147	5,406	2.7 %	445	4,814	9.2 %
Wichita State U	169	2,606	6.5 %	35	259	13.5 %

The number of students admitted under the ACT, class rank, and precollege curriculum criteria is shown in Table 4. This information is aggregated across institutions for simplicity. The table shows that most students are admitted under the test score criterion.

Table 4: Students Admitted by QA Categories

	Resident		Non-Resident	
	State Totals	Percent of Admits	State Totals	Percent of Admits
Test Score	12,550	79.4 %	5,392	79.7 %
Class Rank	1,021	6.4 %	697	10.3 %
Curriculum	1,483	9.3 %	674	9.9 %
Exception	750	4.7 %		

In other words, table 4 shows that 6.4% of admitted resident students had an ACT score of less than 21 AND graduated in the top one-third of their class. It also shows that 9.3% of admitted students had an ACT less than 21 and graduated in the lower two-thirds of their high school class AND successfully completed the QA precollege curriculum. The table does *not* show the number of admitted students who graduated in the top one-third of their class or the number of admitted students who successfully completed the QA precollege curriculum; this information is not collected.

Table 5 shows the “yield” in each of the QA categories. In other words, of the number of students admitted, how many actually enrolled?

Table 5: Admitted Students who Enrolled by QA Categories

	Resident		Non-Resident	
	State Totals	Yield Rate*	State Totals	Yield Rate*
Test Score	7,025	55.9 %	1,403	26.0 %
Class Rank	602	58.9 %	231	33.1 %
Curriculum	1,073	72.3 %	267	39.6 %
Exception	547	72.9 %		

*Yield Rate is the number of students who enrolled divided by the number of students who were admitted.

Future Developments

Future reports will reflect the impact of the Qualified Admission regulations that were approved by the Board in January, 2007. These regulations became effective for students applying to the summer 2008 session and sessions thereafter. The process of writing the regulations (close examination of the statute and review of the regulations by the attorney general’s office) led to two changes in practice regarding admission through the exception window.

First, in the past, transfer applicants who did not meet the minimum statutory requirements were not included in the exception window. Effective with the summer 2008 session, these students can be admitted only through the exception window.

Second, in the past home-schooled students were not included in the exception window. Because the QA statute specifically refers to graduation from an accredited high school, these students can now be admitted only through the exception window.

Therefore, the exception window is likely to be significantly strained in the future. As shown in Table 2, two universities are already near the maximum allowable admissions through the exception window.

B. *Fiscal Affairs and Audit*
Regent Jill Docking

Diane Duffy
Vice President for Finance and Administration

**1. RECEIVE FY 2010 HOUSING AND FOOD SERVICE RATE ADJUSTMENTS
 SUBMITTED BY STATE UNIVERSITIES (FIRST READING)**

Summary

All six state universities submitted proposed housing and food service rate changes for FY 2010. The detailed changes are described in documentation submitted by each university and attached to this background paper. Staff recommends the proposed changes be considered for final action by the Board at its December meeting.

Background

Pursuant to Board policy, the state universities submit proposed housing and food service rate adjustments to the Board for first reading in November, with final action taken by the Board in December.

Accordingly, all six universities submitted proposals which, if approved, become effective July 1, 2009 at KU, KSU and WSU or fall semester at ESU, FHSU and PSU for the academic year 2009-2010.

Housing and food service operations are auxiliary enterprises; therefore, user fees must cover total costs of operation. The six universities have different housing and food service rate structures due to factors such as the amount of outstanding bonded debt, occupancy rates, age of facilities, and economies of scale related to the capacity of the housing and food service operation. In order to illustrate the level of the proposed rate increases for each, the following table compares the current and proposed yearly rate at each institution for a typical double occupancy room and board contract.

	Current Rate FY 2009	Proposed Rate FY 2010	\$ Increase	% Increase
KU	\$6,474	\$6,802	\$328	5.1%
KSU	\$6,448	\$6,752	\$304	4.7%
WSU	\$5,860	\$6,060	\$200	3.4%
ESU	\$5,857	\$6,146	\$289	4.9%
PSU	\$5,394	\$5,744	\$350	6.5%
FHSU	\$6,252	\$6,560	\$308	4.9%

Each university describes in their respective documentation the business case for the various proposed increases. Furthermore, each state university provided supplemental financial information for their housing systems. With regard to the required bond coverage, the debt service coverage ratios range from 1.15 to 1.25. This means that the Board has promised in the bond documents to raise housing rates as necessary to generate gross revenues of 1.15 to 1.25 times the annual debt service on the bonds.

Generally, the proposed increases are driven by anticipated inflationary costs, facility maintenance and enhancements, and improvements to services. Each university indicates the proposed increases were reviewed by the appropriate campus groups with student representation.

The College Board’s report, “Trends in College Pricing, 2008-2009” calculates an average room and board charge weighted by the number of undergraduates living in college housing and reports for four-year, public institutions in the Midwest a room and board figure of \$7,210 which compares to the FY 2009 column above.

THE UNIVERSITY OF KANSAS
Department of Student Housing
FY2010 Business Case for Increasing Student Housing Rates

I. PROPOSED RATES

Since fiscal year 2005, room and meal plan rates have been proposed and reported separately. For quick reference, the combined room and meal plan rate for *typical residence hall occupancy (traditional double room with the default meal plan)* is proposed to increase from \$6,474 to \$6,802 or 5.07%. In addition, a 2-year rate was offered for the first time in FY'08 and has been continued in these FY'10 rate proposals for residence halls, scholarship halls, and the Jayhawker Towers. Rates for facilities and meal plans proposed to be effective July 1, 2009 follow:

RESIDENCE HALLS

	2008-09	2009-10	\$ Incr.	%	2-yr rate
Traditional Residence Halls					
Double Room (2 residents per room)	\$3,386	\$3,554	\$168	5.0	\$3,642
Single Room*	\$4,570	\$4,798	\$228	5.0	\$4,918
Renovated Residence Halls					
Double Room w/Sink (Ellsworth & Hashinger)	\$4,232	\$4,472	\$240	5.7	\$4,598
Double Room w/Bath & 4-Person Suite (All) & Large 2-Person w/Sink (Hashinger)	\$4,484	\$4,740	\$256	5.7	\$4,874
2-Per. Suite (All) & 2-Person Studio (Ellsworth)	\$4,824	\$5,098	\$274	5.7	\$5,242
Dbl Rm w/Sk as Single** (Ellsworth & Hashinger) & 1-Person Suite (Templin)	\$5,712	\$6,036	\$324	5.7	\$6,208

Contract rates listed in the chart above are for the full academic year.

The above rates include utilities, basic cablevision, and local telephone service.

* 2-person room contracted by a single resident on a space-available basis

SUNFLOWER DUPLEX APARTMENTS

Two Bedroom Apartment	\$615	\$630	\$15	2.4%
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This monthly lease rate includes water and sanitation. All other utilities, including telephone service, are paid by residents. Furnishings are not included.

Most Sunflower Duplex Apartments are leased as short-term, transitional housing for newly hired faculty and staff moving to Lawrence. These facilities have been upgraded to include

central HVAC, renovated bath and kitchen areas, additional insulation, and energy-efficient windows.

STOUFFER PLACE STUDENT FAMILY APARTMENTS

	2008-09	2009-10	\$ Increase	%
One Bedroom Apartment	\$305	\$314	\$9	3.0
Two Bedroom Apartment	\$356	\$366	\$10	3.0
Two Bedroom Apartment – Renovated	\$464	\$482	\$18	4.0
Three Bedroom Apartment – Renovated	\$598	\$622	\$24	4.0

These monthly lease rates do not include utilities or telephone service. All utilities are paid by residents. Stouffer Place Apartments are unfurnished.

JAYHAWKER TOWERS APARTMENTS

	2008-09	2009-10	\$ Incr.	%	2-yr
Two-Bedroom Apartments					
4 residents per apartment, <i>cost for each</i>	\$2,702	\$2,836	\$134	5.0	\$2,908
2 residents per small apartment, <i>cost for each*</i>	\$3,856	\$4,064	\$208	5.4	\$4,174
2 residents per apartment, <i>cost for each</i>	\$4,734	\$4,990	\$256	5.4	\$5,124
Renovated Two-Bedroom Apartments – effective FY'10					
4 residents per apartment, <i>cost for each</i>	--	\$3,630	--	.0	\$3,720
2 residents per small apartment, <i>cost for each*</i>	--	\$5,202	--	.0	\$5,342
2 residents per apartment, <i>cost for each</i>	--	\$6,388	--	.0	\$6,560

Contract rates listed in the chart above are for the full academic year and include utilities, basic cablevision, and local telephone service.

* There are 8 of these small, non-standard size apartments in the Jayhawker Towers complex.

Jayhawker Towers residents may also arrange summer contracts (*for year-round occupancy*) if they have contracted for the following academic year. Apartments are partially furnished.

SCHOLARSHIP HALLS

	2008-09	2009-10	\$ Incr.	%	2-yr rate
Traditional Scholarship Halls (<i>Battenfeld, Douthart, Grace Pearson, Pearson, Sellards, Stephenson</i>)	\$2,872	\$3,100	\$228	8.0	\$3,224
Suite-Style Scholarship Halls (<i>Dennis E. Rieger, K.K. Amini, Margaret Amini, Krehbiel</i>)	\$3,106	\$3,354	\$248	8.0	\$3,488

Meal Charges for the 10 halls listed above	\$1,694	\$1,770	\$76	4.5	\$1,810
Miller and Watkins Halls	\$2,034	\$2,136	\$102	5.0	\$2,190
<i>(women in these halls purchase and prepare their own food)</i>					

Contract rates are for the full academic year and include utilities and local telephone service.

The newer suite-style halls offer amenities including private baths, greater square footage per resident, and cablevision access in each student room, resulting in higher room charges. The Elizabeth Miller Watkins Trust provides a substantial rate subsidy for Miller and Watkins residents and because the residents cooperatively purchase and prepare their own food, there is no meal plan charge.

CAMPUS DINING MEAL PLANS

	2008-09	2009-10	\$ Incr.	%	2-yr rate
480/220 Meal Plan 480 meals per year plus \$220 cash-on-card and 10 guest passes	\$3,480	\$3,660	\$180	5.2	\$3,750
390/280 Meal Plan (default plan) 390 meals per year plus \$280 cash-on-card and 8 guest passes	\$3,088	\$3,248	\$160	5.2	\$3,330
320/320 Meal Plan 320 meals per year plus \$320 cash-on-card and 6 guest passes	\$2,720	\$2,860	\$140	5.2	\$2,930
220/420 Meal Plan 220 meals per year plus \$420 cash-on-card and 4 guest passes	\$2,136	\$2,248	\$112	5.2	\$2,300
100/500 Meal Plan 100 meals per year plus \$500 cash-on-card and 2 guest passes – not available to residence hall students	\$1,360	\$1,420	\$60	4.4	\$1,450

Rates for 2009-10 in this document are proposed following study and review by staff of the Student Housing Department, KU Dining Services, and the Student Housing Advisory Board (SHAB) which consists of faculty, staff, and students, including representatives from the Stouffer Neighborhood Association (SNA); the Association of University Residence Halls (AURH); the Jayhawker Towers Tenants’ Association (JTTA); the All Scholarship Hall Council (ASHC); and, the Student Senate University Affairs Committee. The various rate proposals were discussed by the SHAB membership at the September 12 and 19 meetings plus the October 3 meeting. In addition to SHAB meetings, Student Housing administrative staff met with student government leaders and groups for further discussion and to answer questions. These rates have been reviewed and recommended by the Vice Provost for Student Success. SHAB’s unanimous approval of these rates was confirmed at the October 10, 2008 meeting.

II. EXPENDITURE IMPACT OF PROPOSAL

These increases are recommended to cover the costs of maintenance, materials, food (where applicable), utilities (where applicable), salaries, and benefits to maintain a qualified staff and operate facilities. The rates cover projected cost increases plus value-added facility improvements. Even with the proposed increases for fiscal year 2010, charges will remain well below both Big 12 and national averages, reflecting good management and outstanding value for services provided. There are no peripheral obligations or other budget formulas affected by this rate proposal.

III. POTENTIAL REVENUE IMPACT OF PROPOSAL

All projected revenue is restricted use funds. Estimated revenue increases for each rate proposal are:

Residence Halls	\$750,528	Sunflower Apartments	\$3,340
Scholarship Halls	\$157,652	Stouffer Place Apartments	\$35,808
Jayhawker Towers	\$124,752	<i>Campus Dining</i>	\$510,860
		<i>(a unit of the Kansas Memorial Unions since FY'05)</i>	

Potential Revenue Impact **\$1,582,940** *including Campus Dining*

IV. EXPECTED BENEFITS FROM PROPOSAL

Approximately 5,100 students currently live in Student Housing facilities. Proposed increases are driven by costs for facility enhancements, value-added improvements to basic services, and inflationary factors. Since these proposed rates are submitted nearly a year in advance of occupancy (and almost two years prior to the close of the fiscal year for which the rates are set), it is a challenge to predict the several components of economic change which affect an auxiliary budget.

Costs associated with facility and staffing improvements push increases above a basic CPI calculation. In addition, costs for base salaries, benefits, and student hourly rates have been substantially higher than the CPI in recent years – for example, group health insurance costs continue to increase at a very high rate, so we have projected expenses accordingly.

Managing costs associated with facility renovation and expanding basic services continues to be a challenge. Efforts to keep room and board rates affordable reflect the institutional commitment to providing exceptional value for the dollar. When the data are available in late October, the compilation of rates for 2008-09 published by The College Board will once again show that KU’s standard residence hall rates are well below the average costs of other public universities and significantly less than typical housing rates at private colleges and universities.

Within the Big 12, the combined KU room and meal plan package remains in the lower third, a position that will not change with the proposed increases.

V. ALTERNATIVES TO PROPOSAL

None identified. Only basic services are being provided and these charges are established to cover expenses associated with the cost recovery of basic services. There are no State-appropriated funds in this auxiliary operation; therefore, user fees must cover total costs.

VI. IMPACT OF NOT IMPLEMENTING PROPOSAL

The annual operating budget of this auxiliary operation is approximately \$21 million, with a physical plant insured replacement value of \$280 million. Failure to increase revenue commensurate with increased operating expenses would jeopardize the fiscal stability of the operation. These proposed rates were carefully evaluated prior to presentation to the Student Housing Advisory Board and senior staff in Student Success. Rental income is pledged as part of a long-range renovation program which will continue to be financed by bonds. Inability to guarantee bond obligations would compromise the department's ability to finance future renovation projects.

Prepared: October 22, 2008
 Diana L. Robertson, Director
 Department of Student Housing

Supplemental Financial Information	Projected	Estimated	Actual	Actual
KBOR Rate Increase Request	FY 2010	FY 2009	2008	2007
Gross Operating Revenue	23,203,850	21,937,860	19,799,537	19,468,211
Gross Operating Expense	<u>(18,829,350)</u>	<u>(17,474,557)</u>	<u>(15,816,127)</u>	<u>(15,943,458)</u>
Gross Operating Revenue(Loss)	4,374,500	4,463,303	3,983,410	3,524,753
Capital Improvements Expense	(2,520,000)	(4,267,412)	(1,468,425)	(483,200)
Annual Debt Service	(2,019,302)	(2,017,327)	(1,998,490)	(1,834,661)
Other Capital Expenditures	-	-	-	-
Net Operating Revenue(Loss)	<u>(164,802)</u>	<u>(1,821,436)</u>	<u>516,495</u>	<u>1,206,892</u>
Ending Balance	4,117,395	4,282,197	6,103,633	5,587,138
Occupancy Rate	96.0%	97.5%	88.3%	97.7%
L/T Debt Outstanding (as of 6/30)				
* Includes Lewis Hall (1998D), Ellsworth Hall (2002 A-1), Hashinger Hall (2005E-1), & Templin Hall Refunding (2005E-1)	27,805,000	28,600,000	29,370,000	30,020,000

Capital Improvements Planned*

- FY09 \$4.8m Jayhawker Tower A renovation
- FY10 \$5.2m 2nd Jayhawker Tower renovation
- FY11 \$13.1m Gertrude Sellards Pearson residence hall renovation
- FY13 \$11.75 McCollum Hall – Phase I renovation

*** Capital Improvements Description**

- FY09 – renovate infrastructure and finishes in the 74-unit apartment building (Jayhawker Tower A)
- FY10 – renovate infrastructure and finishes in the 74-unit apartment building (2nd Jayhawker Towers building)
- FY11 – full renovation of this 428-bed all-female facility to a 391-bed coed facility with single and double rooms (Gertrude Sellards Pearson Hall)
- FY13 – phase one of a three-phase full renovation of this 920-bed coed hall to a 776-bed coed facility with suite-style rooms (McCollum)

Kansas State University
HOUSING AND FOOD SERVICE RATES

I. PROPOSED RATES (Room and Board)

These rates have been thoroughly reviewed by staff and overwhelmingly supported by the Association of Residence Halls on each campus.

Manhattan Campus Regular Semester
Effective July 1, 2009

<u>Single Students Per Person</u> ***	Room & Meals *	
	<u>Present</u>	<u>Recommended</u> **
Residence Halls - 20 Meal Plan		
Double Room	\$3,224.00	\$3,376.00
Small Single Room	3,399.00	3,559.00
Double Room - Continuous	3,527.00	3,693.00
Residence Halls - 15 Meal Plan (any 15 per week)		
Double Room	\$3,184.00	\$3,332.00
Small Single Room	3,359.00	3,517.00
Double Room - Continuous	3,451.00	3,613.00
Residence Halls - 10 Meal Plan (any 10 per week)		
Double Room	\$3,154.00	\$3,302.00
Small Single Room	3,329.00	3,485.00
Double Room - Continuous	3,398.00	3,558.00
Cooperative House - 20 Meal Plan ****		
Double Room	\$2,709.00	\$2,836.00
Suite Options		
1 Person Regular Semester	\$909.00	\$952.00
1 Person Continuous	1,060.00	1,110.00
2 Person Regular Semester	\$760.00	\$796.00
2 Person Continuous	885.00	927.00
3 Person Regular Semester	\$607.00	\$636.00
3 Person Continuous	708.00	741.00
4 Person Regular Semester	\$458.00	\$480.00
4 Person Continuous	533.00	558.00

* Includes house keeping service other than within rooms. Sunday evening meals are not served.

** Plus a non-refundable application fee of \$30.00 per academic year or \$15.00 for second semester, from which a sum not to exceed \$25.00 may be deducted as a recreational and social fee.

*** For payment due dates, cancellation dates and charges, please refer to "Student Housing Contract Terms".

**** Plus assisting with house and food service operations on an average of one hour per day.
No house keeping service.

**Salina Campus Regular Semester
Effective July 1, 2009**

Single Students Per Person

	Room & Meals	
	<u>Present</u>	<u>Recommended</u>
Residence Halls - 14 Meal Plan		
Double Room	\$2,664.00	\$2,785.00
Single Room	4,269.00	4,461.00
Residence Halls - 19 Meal Plan		
Double Room	\$2,850.00	\$2,979.00
Single Room	4,455.00	4,655.00
Continuous Housing Option (in addition to regular semester)		
Double Room	\$403.00	\$412.00
Single Room	806.00	824.00
Other Salina Campus Housing Fees		
Application Fee	\$30.00	\$30.00
Cancellation Fee	200.00	200.00

**Manhattan Campus Apartments ^{1,2,3}
Effective May 1, 2009
Rate Per Month**

<u>Traditional Rate Per Apartment 1, 2,</u>	<u>Present</u>	<u>Recommended</u>
One Bedroom Furnished	\$380.00	\$388.00
One Bedroom Unfurnished	360.00	367.00
Two Bedroom Furnished	440.00	449.00
Two Bedroom Unfurnished	425.00	433.00
<u>Renovated Rate Per Apartment 1, 2</u>		
One Bedroom Furnished	\$430.00	\$439.00
One Bedroom Unfurnished	410.00	418.00
Two Bedroom Furnished	495.00	505.00
Two Bedroom Unfurnished	475.00	484.00
<u>Highly Renovated Rate Per Apartment 1, 2, 3</u>		
One Bedroom Unfurnished	\$465.00	\$465.00
Two Bedroom Unfurnished	550.00	550.00
Three Bedroom Unfurnished	645.00	645.00
Four Bedroom Unfurnished	735.00	735.00
<u>New Construction Rate Per Person 1, 2, 3</u>		
One Bedroom Unfurnished	\$520.00	\$530.00
Two Bedroom Unfurnished	490.00	470.00
Three Bedroom Unfurnished	390.00	406.00
Four Bedroom Unfurnished	350.00	364.00
Studio Unfurnished	470.00	490.00
Town House Unfurnished	998.00	998.00
Studio Loft Unfurnished	490.00	510.00

¹In addition to the monthly rates, a refundable deposit of \$400.00 is required at time of application and a non-refundable application fee of \$30.00 for each application from which a sum not to exceed \$25.00 may be deducted as a recreational and social fee. A late payment fee of \$10.00 will be charged for apartment rent not paid when due.

²Students provide linen, dishes, telephone and electricity.

³Students provide water

**Summer Session
Effective May, 2009**

Manhattan Campus

Room and 20 Meals Weekly (2 week minimum)	Double Room as Single		Double Room	
	<u>Present</u>	<u>Recommended</u>	<u>Present</u>	<u>Recommended</u>
	\$296.00	\$310.00	\$197.00	\$206.00
Room and 15 Meals Weekly (2 week minimum)	Double Room as Single		Double Room	
	<u>Present</u>	<u>Recommended</u>	<u>Present</u>	<u>Recommended</u>
	\$293.00	\$307.00	\$194.00	\$203.00
Room and 10 Meals Weekly (2 week minimum)	Double Room as Single		Double Room	
	<u>Present</u>	<u>Recommended</u>	<u>Present</u>	<u>Recommended</u>
	\$290.00	\$304.00	\$192.00	\$201.00

Salina Campus

Room and 15 Meals Weekly	Single Room		Double Room	
	<u>Present</u>	<u>Recommended</u>	<u>Present</u>	<u>Recommended</u>
	\$198.00	\$206.00	\$165.25	\$171.00
Room and 10 Meals Weekly	Single Room		Double Room	
	<u>Present</u>	<u>Recommended</u>	<u>Present</u>	<u>Recommended</u>
	\$176.00	\$184.00	\$143.25	\$149.00
Room and 5 Meals Weekly	Single Room		Double Room	
	<u>Present</u>	<u>Recommended</u>	<u>Present</u>	<u>Recommended</u>
	\$149.00	\$156.00	\$116.25	\$121.00

Optional Meal Plans Per Semester

<u>Manhattan Campus for residents of Housing and Dining Apartments</u>	<u>Present</u>	<u>Recommended</u>
Optional 5 Meal Plan (Lunch, M-F)	\$ 510.00	\$ 520.00
Optional 10 Meal Plan	1,260.00	1,350.00
Optional 15 Meal Plan	1,285.00	1,380.00
Optional 20 Meal Plan	1,315.00	1,410.00
 <u>Salina Campus</u>		
Optional 5 Meal Plan (Lunch, M-F)	\$ 396.00	\$ 414.00

II. Expenditure Impact of Proposal.

rates are recommended to cover increased costs. Expenditures for salaries and benefits, facility maintenance, food, utilities, and other operational categories such as technology are expected to about 4.7% collectively. Because K-State does not require any student to live in university owned residence halls or apartments, we must provide excellent facilities and exemplary service to maintain the optimal number of residents.

III. Revenue Impact of Proposal

Our Housing System operates as an auxiliary unit so all projected revenue is deposited to auxiliary funds. The estimated additional revenue, an increase of about 4% over FY 2008 Residence Hall and Apartment income, is categorized as follows:

Residence Halls	\$1,179,852
Apartments	\$ 78,936
Total Revenue	\$1,258,788 (including dining service)

IV. Estimated Benefits from Proposal

Approximately 5,100 students living in Residence Halls, Cooperative House and apartments will be affected. The proposed increases are primarily driven by inflationary increases in costs for labor, utilities, food and facility maintenance. Additionally, planned upgrades to roofs, elevators, dining service facilities and academic support facilities require resources. Even though it's a challenge, we successfully maintain room and board rates that are below national and Big XII averages. Within the Big XII, we will remain in the lower one-fourth.

V. Alternatives to Proposal.

None identified. Because Housing and Dining is entirely self supporting, user fees must cover costs.

VI. Impact of Not Implementing Proposal

The Housing and Dining Services annual operating budget is approximately \$30 million. The insured replacement value of the housing facilities is about \$280 million. Prudent management and legally binding bond covenants require a fiscally stable budget and a properly maintained physical plant – in other words a stable future. Failure to properly plan, budget and operate would compromise our ability to meet core responsibilities to students. Additionally, failure to meet bond covenants would jeopardize any University efforts to finance future capital improvements.

VII. Supplemental Financial Information

Salina and Manhattan Campuses	Projected FY 2010	Projected FY 2009	Actual FY 2008	Actual FY 2007	Actual FY 2006
Gross Operating Revenue	32,581,947	31,323,159	28,970,054	25,486,763	25,043,267
Gross Operating Expense	26,289,893	25,120,660	24,028,604	21,927,532	21,541,591
Gross Operating Revenue(Loss) (1)	6,292,054	6,202,499	4,941,450	3,559,231	3,501,676
Capital Improvements Expense (*)	1,044,945	1,080,241	449,686	693,366	964,312
Annual Debt Service	4,441,825	4,446,625	3,365,663	1,115,688	80,698
Other Capital Expenditures	100,000	100,000	185,082	109,698	103,648
Net Operating Revenue(Loss)	705,284	575,633	941,019	1,640,479	2,353,018
Occupancy Rate	95.98%	97.80%	93.96%	96.83%	96.81%
Housing System Earned Fund Balance(2)	12,285,752	11,580,468	11,004,835	10,063,816	8,423,337
L/T Debt Outstanding	67,700,000	69,210,000	70,675,000	71,985,000	45,125,000

*** Capital Improvements Planned:**

FY 2009 - \$1,080,241 (Roofs, Elevators and Furniture)

FY 2010 - \$1,044,945 (Roofs, Elevators and Furniture)

FY 2011 - \$2,975,000 (Roofs, Elevators, Furniture and initial \$2 million of a planned \$16 million upgrade to Kramer and Derby food service centers - both 50 year old facilities)

(1) Bond covenants require 1.25 times annual debt service. Failure to meet this requirement will jeopardize the university's financial rating.

(2) Fund Balance excludes unearned advance payments that have been collected for the upcoming academic year. The remaining fund balance is primarily in place for cash flow needs such as those associated with KSU's self operated dining services, employment protection issues, reserves for capital projects (as noted above), and emergency equipment and building repairs. KSU's housing operations have buildings with replacement values in excess of \$250 million. Long term fiscal stability requires a properly maintained physical plant.

Wichita State University
Proposed Housing and Board Rates for FY 2010
Fiscal Impact Statement and Business Case Submitted to the Ks. Board of Regents October 29, 2008

Proposed Housing and Board Rates for Fiscal Year 2010

Wichita State University requests authorization to amend the Comprehensive Fee Schedule for Fiscal Year 2010 for the following adjustments to housing rates in the residence halls.

Wichita State University
Proposed Housing and Board Rates for Fiscal Year 2010
Academic Year 2009-2010

Brennan Halls						
Proposed Fiscal Year 2010 Room and Board Options						
<u>Plan Type</u>	<u>FY 2009 Double Occupancy</u>	<u>Proposed FY 2010 Double Occupancy</u>	<u>Percent Increase</u>	<u>FY 2009 Single Occupancy</u>	<u>Proposed FY 2010 Single Occupancy</u>	<u>Percent Increase</u>
Academic Year 2009-2010						
<u>Standard Size Room</u>						
19 Meal Plan with \$200 Shocker Dollars	\$5,240	\$5,350	2.10%	\$6,395	\$6,490	1.49%
15 Meal Plan with \$200 Shocker Dollars	\$5,141	\$5,240	1.93%	\$6,296	\$6,380	1.33%
10 Meal Plan with \$200 Shocker Dollars	\$4,988	\$5,090	2.04%	\$6,143	\$6,230	1.42%
5 Meal Plan with \$200 Shocker Dollars	\$3,856	\$3,910	1.40%	\$5,011	\$5,050	0.78%
19 Meal Plan with \$300 Shocker Dollars	\$5,340	\$5,450	2.06%	\$6,495	\$6,590	1.46%
15 Meal Plan with \$300 Shocker Dollars	\$5,241	\$5,340	1.89%	\$6,396	\$6,480	1.31%
10 Meal Plan with \$300 Shocker Dollars	\$4,988	\$5,190	4.05%	\$6,143	\$6,330	3.04%
5 Meal Plan with \$300 Shocker Dollars	\$3,956	\$4,010	1.37%	\$5,111	\$5,150	0.76%
\$500 Shocker Dollars	\$3,125	\$3,140	0.48%	\$4,280	\$4,280	0.00%
\$750 Shocker Dollars	\$3,375	\$3,390	0.44%	\$4,530	\$4,530	0.00%
\$1,000 Shocker Dollars	\$3,625	\$3,640	0.41%	\$4,780	\$4,780	0.00%
\$1,500 Shocker Dollars	\$4,125	\$4,140	0.36%	\$5,280	\$5,280	0.00%
<u>Large Size Room</u>						
19 Meal Plan with \$200 Shocker Dollars	\$5,450	\$5,550	1.83%	\$6,605	\$6,700	1.44%
15 Meal Plan with \$200 Shocker Dollars	\$5,351	\$5,440	1.66%	\$6,506	\$6,590	1.29%
10 Meal Plan with \$200 Shocker Dollars	\$5,198	\$5,290	1.77%	\$6,353	\$6,440	1.37%
5 Meal Plan with \$200 Shocker Dollars	\$4,066	\$4,110	1.08%	\$5,221	\$5,260	0.75%
19 Meal Plan with \$300 Shocker Dollars	\$5,550	\$5,650	1.80%	\$6,705	\$6,800	1.42%
15 Meal Plan with \$300 Shocker Dollars	\$5,451	\$5,540	1.63%	\$6,606	\$6,690	1.27%
10 Meal Plan with \$300 Shocker Dollars	\$5,198	\$5,390	3.69%	\$6,353	\$6,540	2.94%
5 Meal Plan with \$300 Shocker Dollars	\$4,166	\$4,210	1.06%	\$5,321	\$5,360	0.73%
\$500 Shocker Dollars	\$3,335	\$3,340	0.15%	\$4,490	\$4,490	0.00%
\$750 Shocker Dollars	\$3,585	\$3,590	0.14%	\$4,740	\$4,740	0.00%
\$1,000 Shocker Dollars	\$3,835	\$3,840	0.13%	\$4,990	\$4,990	0.00%
\$1,500 Shocker Dollars	\$4,335	\$4,340	0.12%	\$5,490	\$5,490	0.00%
Summer Session 2009						
<u>Standard Size Room</u>						
Pre-Session with \$55 Shocker Dollars (\$25 Shocker Dollars in FY 2009)	\$193	\$237	22.80%	\$263	\$307	16.73%
Note: The following plans include \$100 Shocker Dollars						
Four Week Session	\$380	\$408	7.37%	\$520	\$548	5.38%
Pre-Session Plus Four Week Session	\$520	\$590	13.46%	\$730	\$800	9.59%
Eight Week Session	\$660	\$716	8.48%	\$940	\$996	5.96%
Pre-Session Plus Eight Week Session	\$800	\$898	12.25%	\$1,150	\$1,248	8.52%
<u>Large Size Room</u>						
Pre-Session with \$55 Shocker Dollars (\$25 Shocker Dollars in FY 2009)	\$200	\$265	32.50%	\$270	\$335	24.07%
Note: The following plans include \$100 Shocker Dollars						
Four Week Session	\$394	\$464	17.77%	\$534	\$604	13.11%
Pre-Session Plus Four Week Session	\$541	\$674	24.58%	\$751	\$884	17.71%
Eight Week Session	\$688	\$828	20.35%	\$968	\$1,108	14.46%
Pre-Session Plus Eight Week Session	\$835	\$1,038	24.31%	\$1,185	\$1,388	17.13%

Fairmount Towers
Proposed Fiscal Year 2010 Room and Board Options

<u>Plan Type</u>	<u>FY 2009 Double Occupancy</u>	<u>Proposed FY 2010 Double Occupancy</u>	<u>Percent Increase</u>	<u>FY 2009 Single Occupancy</u>	<u>Proposed FY 2010 Single Occupancy</u>	<u>Percent Increase</u>
<u>Academic Year 2009-2010</u>						
19 Meal Plan with \$200 Shocker Dollars	\$5,860	\$6,060	3.41%	\$7,015	\$7,110	1.35%
15 Meal Plan with \$200 Shocker Dollars	\$5,761	\$5,950	3.28%	\$6,916	\$7,000	1.21%
10 Meal Plan with \$200 Shocker Dollars	\$5,608	\$5,800	3.42%	\$6,763	\$6,850	1.29%
19 Meal Plan with \$300 Shocker Dollars	\$5,960	\$6,160	3.36%	\$7,115	\$7,210	1.34%
15 Meal Plan with \$300 Shocker Dollars	\$5,861	\$6,050	3.22%	\$7,016	\$7,100	1.20%
10 Meal Plan with \$300 Shocker Dollars	\$5,608	\$5,900	5.21%	\$6,763	\$6,950	2.77%

Summer Session 2009

Pre-Session with \$55 Shocker Dollars	\$317	\$237	-25.24%	\$387	\$307	-20.67%
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Note: The Pre-Session Plan listed above included a \$110 meal plan and \$25 Shocker Dollars in FY 2009.

Four Week Session	\$553	\$548	-0.90%	\$693	\$688	-0.72%
Pre-Session Plus Four Week Session	\$817	\$785	-3.92%	\$1,027	\$995	-3.12%
Eight Week Session	\$1,081	\$1,096	1.39%	\$1,361	\$1,376	1.10%
Pre-Session Plus Eight Week Session	\$1,345	\$1,305	-2.97%	\$1,695	\$1,655	-2.36%

Note: The above plans include 10 meals per week with no Shocker Dollars. In FY 2009, \$25 Shocker Dollars were included.

Wheatshocker Hall
Proposed Fiscal Year 2010 Room and Board Options

<u>Apartment Style</u>	<u>FY 2009 Monthly Rate</u>	<u>Proposed FY 2010 Monthly Rate</u>	<u>Percent Increase</u>
<u>Plan 5, Single, Two Bedroom-One Bath</u>			
One Person in Each Bedroom	\$534	\$545	2.06%
<u>Plan 4, Two Bedroom-Two Bath</u>			
Two Persons Share Large Room as Double Room	\$434	\$445	2.53%
One Person in Small Room as a Single	\$534	\$545	2.06%
<u>Plan 3, Four Bedroom-One Bath</u>			
One Half Suite (One Apartment)	\$434	\$445	2.53%
One Fourth Suite	\$266	\$285	7.14%
<u>Plan 2, Large Corner Suite</u>			
Large Half Suite (One Apartment)	\$534	\$545	2.06%
<u>Plan 1, Studio, One Bedroom</u>			
One Bath, One Person	\$534	\$545	2.06%
<u>Plan 5, Double, Accessible One Bedroom-One Bath</u>			
Two Persons in Double Room	\$434	\$445	2.53%
<u>Plan 6, Large Studio, Accessible One Bedroom-One Bath</u>			
One Person	\$622	\$630	1.29%

Other Housing Fees Proposed for Fiscal Year 2010

<u>Fee Description</u>	<u>FY 2009 Rate</u>	<u>Proposed FY 2010 Rate</u>	<u>Percent Increase</u>
<u>Fairmount Towers and Brennan Halls</u>			
Non-Refundable Application Fee	\$40	\$50	25.00%
Contract Prepayment	\$200	\$200	0.00%
Late Payment Fee	\$10	\$10	0.00%
Contract Cancellation Fee	\$150	\$250	66.67%
<u>Wheatshocker Apartments</u>			
Non-Refundable Application Fee	\$40	\$50	25.00%
Late Payment Fee	\$10	\$10	0.00%
Refundable Deposit	\$100	\$100	0.00%
Contract Cancellation Fee	\$150	\$250	66.67%
Furnished Room Monthly Fee for Plan 3	\$35	\$35	0.00%

Note: The \$100 deposit is refundable, but subject to damage, cancellation and/or check-out charges.

Expenditure Impact of the Proposal

The revenue received from the proposed housing and board rates will be used to pay for operating expenditures, utilities, staffing, capital expenditures and debt service on the residence halls. The Fiscal Year 2010 rate increases will also cover mandatory meal plan cost increases in accordance with the WSU's food service management contract.

Revenue Impact of the Proposal

The increased revenue anticipated from the proposed housing and board rates are estimated to be approximately \$150,000. This would impact 1,010 students.

Student Involvement with the Proposal

The proposed rate changes were submitted to the Executive Board and other members of the Residential Housing Association for comments on September 29, 2008. The members approved the proposed rates for Fiscal Year 2010 without changes.

Estimated Benefits from the Proposal

Students who live on campus accrue a variety of benefits, including easy access to classrooms, laboratories, dining facilities, Ablah Library, the Heskett Center and the Rhatigan Student Center. Professional and paraprofessional staff members live in each building to provide academic and personal support services to the residents. Additionally, residents are provided with computer rooms, laundry facilities, meeting facilities, and are more easily able to participate in campus events and activities compared to those who commute. Cable television service, local telephone service and Ethernet connections are provided to each student room. Extensive renovations to the Fairmount Towers Commons have resulted in improvements to the quality of the residential living experience. Scheduled facilities maintenance projects for FY 2010 include the second phase of carpet replacement projects in Wheatshocker Apartments and the replacement of the remaining mattresses. The cost of the aforementioned items is included in the recommended rates outlined in this proposal.

Alternatives to the Proposal

Alternatives to the proposed rate increases have not been identified. The projected revenue from the increased rates is to be used for inflationary increases in expenditures for basic services, planned improvements and contractual agreements as mentioned above. As an auxiliary operation, housing must cover all expenses through fees charged to students living in the residence hall facilities.

Impact of Not Implementing the Proposal

If the proposed housing and board rates are not implemented, the current financial stability of the housing and residence life operations would be compromised. Financial stability is also important to maintaining quality ratings on the outstanding revenue bonds.

Implementation Date

If approved, the rates will become effective on July 1, 2009. Rates for the summer session housing will become effective with the beginning of the summer contract.

Supplemental Financial Information

	<u>Projected FY 2010</u>	<u>Projected FY 2009</u>	<u>Actual FY 2008</u>	<u>Actual FY 2007</u>	<u>Actual FY 2006</u>
Gross Operating Revenue	\$5,903,570	\$5,753,570 *	\$6,021,270 **	\$4,831,339	\$4,302,528
Gross Operating Expense	4,328,734	4,208,734	3,244,588	2,936,148	2,795,404
Gross Operating Revenue (Loss)	<u>\$1,574,836</u>	<u>\$1,544,836</u>	<u>\$2,776,682</u>	<u>\$1,895,191</u>	<u>\$1,507,124</u>
Capital Improvements Expense (See Below)	\$150,000	\$180,000	\$1,130,244	\$956,852	\$1,195,403
Annual Debt Service	956,798	953,698	958,998	953,698	958,098
Other Capital Expenditures	15,000	12,500	127,558	14,311	28,094
Net Operating Revenue (Loss)	<u>\$453,038</u>	<u>\$398,638</u>	<u>\$559,882</u>	<u>(\$29,670)</u>	<u>(\$674,471)</u>
Occupancy Rate	98.3%	98.3%	84.6%	84.7%	86.6%
Housing System Earned Fund Balance	\$5,159,540	\$4,706,502	\$4,307,864	\$3,747,982	\$3,777,652
Long Term Debt Outstanding	\$8,695,000	\$9,235,000	\$9,755,000	\$10,265,000	\$10,755,000

Notes to Supplemental Financial Information

*Fiscal Year 2009 gross operating revenue reflects a reduction in revenue due to a reconfiguration of dormitory spaces.

**Fiscal Year 2008 actual revenue included a one time increase of \$283,000 from nonrefundable deposits that were held in a Housing System Suspense Fund.

Capital Improvement Expense

Fiscal Year 2009: Remodeling of two floors in Fairmount Towers (carpet, paint and furniture).

Fiscal Year 2010: Remodeling of two floors in Fairmount Towers (carpet, paint and furniture). WSU is working with FCIP to determine the appropriate method in replacing 70 heating and cooling in Wheatshocker Apartments. This will increase budgeted capital improvements expense when estimates are known.

Emporia State University
Emporia State University -- Division of Student Affairs
Department of Residential Life and Memorial Union Corporation
Statement of Proposed Residence Hall and Contract Board Rates
Academic Year 2009-2010

Emporia State University requests authorization to amend the Comprehensive Fee Schedule, effective fall semester 2009 as follows:

Description of Fee Adjustment

(Figures shown represent academic year totals, unless otherwise noted.)

Room & Board Options

	From	To	Increase	% Increase	Total Standard Double, Room & Bd, % Inc
Standard Double room Rate (Morse, Singular, Trusler)	\$3,026	\$3,146	\$120	3.97%	
Single Room (Morse, Singular, Trusler)	\$3,940	\$4,098	\$158	4.01%	
Morse Triple Rate	N.A.	\$3,616	\$0	0.00%	
Towers Double Rate	\$3,352	\$3,486	\$134	4.00%	
Towers Suite Rate	\$3,512	\$3,652	\$140	3.99%	
Towers Single Rate	\$4,260	\$4,430	\$170	3.99%	
All Access Meal Plan	\$2,831	\$3,000	\$169	5.97%	\$6,146 4.93%
15 Block Meal Plan	\$2,763	\$2,928	\$165	5.97%	\$6,074 4.92%
10 Block Meal Plan	\$2,376	\$2,518	\$142	5.98%	\$5,664 4.85%
7 Block Meal Plan	\$1,767	\$1,767	\$0	0.00%	\$4,913 2.08%
*One Bedrm Apt	\$231	\$254	\$23	9.96%	
*Two Bedrm Apt	\$310	\$341	\$31	10.0%	

*Indicates monthly rental rates and monthly increases; all apartments furnished.

Justification for Fee Adjustment and Projected Revenue Residence Hall Impact

Approximately 1,000 students participate in the housing program. Of those 1,000 students, just over 900 live in the on-campus residence halls this year. These proposed room rates have been increased by approximately 4%. This increase will generate additional revenue of approximately \$150,000. Estimated expenses are projected to increase by \$123,000.00. Indicated adjustments to the room rates are necessary to generate funds to cover anticipated increases in minimum wage, maintenance supplies and utility expenses. The increase is also needed to fund upgrades in the residence hall and apartment facilities (particularly Morse Hall and family housing apartments).

Memorial Union Impact

The proposed rates for meal plans represent a 6% increase in food plan costs. Proposed adjustments to the board rate are needed to meet the higher food and fuel costs of dining operations and to cover the increase in minimum wage. All students living in the Residence Halls participate in the one of the meal plans. The proposed increase would generate approximately \$157,000 of additional revenue; however, net income is estimated to increase by only \$76,798, once additional payments to the food service vendor are considered. The additional revenue will be used to fund projected increased cost of food, fuel, and minimum wage for FY10. Any remainder will be reserved for future building renovation.

Review of Proposal Increases

The Residence Hall and meal plan increases were developed in consultation with students who live in the residence halls, serve on the Memorial Union board of directors and Associated Student Government. The proposed increases contained in this document were presented to the Memorial Union Board of Directors and approved by that body on October 1, 2008. Additionally, housing rate increases were presented to students in discussions through the Residence Hall Complex Governments on October 14, 2008. Finally the housing rates were considered and approved by the University Budget Development and Tuition Committee on October 16, 2008.

Housing System Financial Report Summary

	Projected FY 2010	Projected FY 2009	Actual FY 2008	Actual FY 2007
Gross Operating Revenue	3,603,847	3,461,392	3,577,872	3,109,219
Gross Operating Expense	2,144,470	2,021,470	2,239,340	2,191,871
Gross Operating Revenue(Gain/Loss)	1,459,377	1,439,922	1,338,532	917,348
Capital Improvements Expense (*)	250,000	250,000	193,837	67,494
Annual Debt Service	721,068	738,343	673,571	296,790
Other Transfers	322,000	322,000	321,523	336,411
Net Operating Revenue(Gain/Loss)	166,309	129,579	149,601	216,653
Occupancy Rate	93.0%	93.00%	93.00%	97.7%
Operating Fund Balance – June 30th	1,245,984	1,079,678	950,096	800,495
L/T Debt Outstanding	8,205,000	8,580,000	8,960,000	9,345,000

Capital Improvements Planned*

Fiscal Year 2009: \$250,000

Fiscal Year 2010: \$250,000

Description of Capital Improvements

FY 2008 HVAC- Chiller and associated equipment replaced at Trusler

FY 2009 Continued remodeling of Singular/Trusler Area

FY 2010 Continued remodeling and windows

**Pittsburg State University
Financial Impact Statement
Housing Rates**

I. DESCRIPTION OF RATE ADJUSTMENT

An increase in the rates is proposed. If approved, the new rate schedule would be effective for the 2009 fall semester.

Residence Halls	Academic Year			
	<u>08-09</u>	<u>09-10</u>	<u>Increase</u>	<u>%</u>
Double Room/Seven Day Access	\$5394	\$5744	\$350	6.49
Single room charge	806	858	52	6.45
Facility upgrade fee (max)	440	440	---	---
Application fee	45	45	---	---
Installment fee (optional payment plan)	32	32	---	---
Late Payment fee	30	30	---	---
Crimson Village Apartments				
Two Bedroom	\$470	\$470	---	---
Three Bedroom	535	535	---	---
Processing Fee for each new lease	45	45	---	---
Late Payment fee	30	30	---	---

II. JUSTIFICATION FOR RATE ADJUSTMENT

The majority of University Housing expenditures are tied to areas that are subject to annual increases and inflation (food service, energy, salaries and benefits, etc). In recent fiscal years, these expenses have increased at a significantly higher rate than general sectors of the economy. Specifically, over the past four fiscal years, expenditures for food service, energy, salary and benefits have increased an average of 6.87% annually. Additionally, given the age of the residential facilities which all are at or exceeding fifty years old, increased funds continue to be needed for facility improvements and infrastructure repair. Approximately 4.0% of the proposed rate increase will be used to cover those items subject to annual increases and inflation. The remaining 2.5% of the proposed rate increase will be targeted to support debt service to complete a major renovation of all facilities and new construction of additional beds (both projects have been approved in an earlier Kansas Board of Regents meeting).

III. STUDENT REVIEW OF FEE ADJUSTMENT

The rate adjustment for residence halls was presented to the Residence Hall Assembly at their September 23, 2008, regular session. The assembly voted in favor of the proposed changes at that same meeting, by the following vote:
33 affirmative, 0 negative, 1 abstention. The assembly endorsed the University's efforts to invest funds in the updating and improvement of existing residence halls and the construction of new facilities to provide additional on-campus housing.

V. PROJECTION OF REVENUE FROM AND NUMBER OF STUDENT AFFECTED BY FEE ADJUSTMENT

The rate increases should increase annual revenue by approximately \$332,000. Over 1,050 students are projected to live in the residence halls.

VI. PROJECTED IMPACT OF RATE ADJUSTMENT ON STUDENT OCCUPANCY

Because residence halls are in direct competition with off-campus rentals for student occupancy, any rate increase must remain within the appropriate levels which the overall market will support. University Housing is committed to providing students with high quality accommodations at reasonable rates. Given the proximity to campus, the programmatic efforts of the departmental staff, the amenities and services provided, and the reliable maintenance provided by the university, residence hall rates are very competitive with other community student housing entities.

Pittsburg State University Housing
KBOR Rate Increase Request
Supplemental Financial Information

	Projected FY 2010	Estimated FY 2009	Actual FY 2008	Actual FY 2007
Gross Operating Revenue	\$ 6,362,983	\$ 5,995,688	\$ 5,675,114	\$ 5,402,991
Gross Operating Expense	<u>4,542,683</u>	<u>4,265,430</u>	<u>\$ 3,979,001</u>	<u>3,705,132</u>
Gross Operating Revenue(Loss)	\$ 1,820,300	\$ 1,730,258	\$ 1,696,113	\$ 1,697,859
Capital Improvements Expense	550,000	1,742,456	1,251,800	751,000
Annual Debt Service	600,000	424,725	386,522	336,101
Other Capital Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Operating Revenue(Loss)	<u>\$ 670,300</u>	<u>\$ (436,923)</u>	<u>\$ 57,791</u>	<u>\$ 610,758</u>
Operating Fund Balance (EOY)	\$ 2,081,267	\$ 1,410,967	\$ 1,847,890	\$ 1,790,099
L/T Debt Outstanding	\$ 4,625,000	\$ 4,770,000	\$ 4,990,000	\$ 5,175,000
Occupancy Rate	108.00%	108.00%	107.30%	105.10%

Capital Improvements Planned*

FY 2009 \$1,200,000

FY 2010 \$6,633,333

FY 2011 \$7,833,333

FY 2012 \$7,833,333

Capital Improvements Description:

FY 2009 Phased improvements to existing student housing facilities and construction of a new student housing facility.

FY 2010 Phased improvements to existing student housing facilities and construction of a new student housing facility.

FORT HAYS STATE UNIVERSITY
DIVISION OF STUDENT AFFAIRS
 Department of Residential Life

Consistent with Board of Regents policy, the following amendments to the Comprehensive Fee Schedule are submitted to the Board's November, 2008 meeting.

Recommended Residence Hall & Apartment Rates - 2009-2010
Rates are reported for both fall and spring semesters

Double Room for Fall & Spring Semester

Accommodations/Plan	2008-2009 Rate	2009-2010 Proposed Rate	Difference in Amount	Difference in Percentage
No meal plan	\$3,178	\$3,335	\$155	.0494%
Open access meal plan	\$6,252	\$6,560	\$308	.0492%
15 Meals per week block	\$6,113	\$6,415	\$302	.0494%
10 Meals per week block	\$6,073	\$6,370	\$297	.0489%
100 Meals plus \$550 Flexi-Cash per semester block	Not available	\$5,735	Not applicable	Not applicable
50 Meals plus \$650 Flexi-Cash per semester block	Not available	\$5,335	Not applicable	Not applicable
\$1,300 Flexi-Cash per semester block	Not available	\$5,935	Not applicable	Not applicable

Single Room for Fall & Spring Semester

Accommodations/Plan	2008-2009 Rate	2009-2010 Proposed Rate	Difference in Amount	Difference in Percentage
No meal plan	\$4,208	\$4,415	\$207	.0491%
Open access meal plan	\$7,282	\$7,640	\$358	.0491%
15 Meals per week block	\$7,143	\$7,495	\$352	.0492%
10 Meals per week block	\$7,103	\$7,450	\$347	.0488%
100 Meals plus \$550 Flexi-Cash per semester block	Not available	\$6,815	Not applicable	Not applicable
50 Meals plus \$650 Flexi-Cash per semester block	Not available	\$6,415	Not applicable	Not applicable
\$1,300 Flexi-Cash per semester block	Not available	\$7,015	Not applicable	Not applicable

Additional Fees

Fee	2008-2009 Rate	2009-2010 Proposed Rate	Difference in Amount	Difference in Percentage
Additional charge for a 2 room suite	\$589	\$618	\$29	.0492%
Application fee	\$35	\$35	\$0	0%
Late fee	\$25	\$25	\$0	0%
Pre-Payment due at contract	\$200	\$200	\$0	0%

Weekly Rates

Accommodations	2008-2009 Rate	2009-2010 Proposed Rate	Difference in Amount	Difference in Percentage
Room only between terms for persons not on continuing contract	\$95	\$100	\$5	.0526%
Guest room – single or double	\$120	\$160	\$40	.3333%

Daily Rates

Accommodations	2008-2009 Rate	2009-2010 Proposed Rate	Difference in Amount	Difference in Percentage
Room only with contiguous contract for up to 2 weeks	\$15	\$15	\$0	0%
1 Person per room	\$20	\$20	\$0	0%
2 People per room	\$35	\$35	\$0	0%
Guest room – 1 person	\$25	\$25	\$0	0%
Guest room – 2 people	\$40	\$40	\$0	0%

Summer Term

Accommodations	2008-2009 Actual Rate	2009-2010 Proposed Rate	Difference in Amount	Difference in Percentage
Student weekly rate for a double room	\$80	\$85	\$5	.0625%
Student weekly rate for a single room	\$105	\$110	\$5	.0476%
Camper daily rate for a double room	\$11	\$13	\$2	.1818%
Camper daily rate for a single room	\$22	\$25	\$3	.1363%

Apartment Rental Rates Per Month

Accommodations	2008-2009 Rate	2009-2010 Proposed Rate	Difference in Amount	Difference in Percentage
1 Bedroom – Remodeled & Unfurnished	\$480	\$480	\$0	0%
2 Bedroom – Remodeled & Unfurnished	\$558	\$558	\$0	0%

**FORT HAYS STATE UNIVERSITY
PROPOSED INCREASES IN RESIDENCE HALL, CONTRACT BOARD AND
APARTMENT RENTAL RATES AND FEES**

2009 -2010

Business Impact of Proposed Rates

Expenditures Impact

The proposed increase of 4.9% in traditional residence hall and contract board rates and no increase in campus-owned apartment rates will generate approximately \$220,000 in additional revenue for the 2010 fiscal year. These resources will become part of the base budget and will be expended for both salary and non-salary purposes. These increases are proposed in anticipation of the budget impact attributed to the general rate of inflation (4.4%), the anticipated university-wide salary/wage program, an increase in food costs associated with our meal program (5.45%), and anticipated increases in utility costs and building materials. This increase is also necessitated by a variety of facility and service upgrades from which our residents will immediately benefit. These improvements include repair/replacement of the HVAC system within McMIndes Hall, plumbing improvements, repair and replacement in Wiest, Agnew, and McMIndes Halls, upgrades in furnishings within traditional halls and necessary upgrades within the cafeteria including equipment and HVAC systems. Due to past rate increases and the need to remain market competitive, no rate increase is recommended for the campus-owned Wooster Place apartment community. Even when considering the expected rate of inflation, it is possible to generate the necessary revenue without an increase due to high occupancy of the apartments.

Estimated Benefits from Proposal

The proposed increases will allow Residential Life to enhance departmental efficiency while improving facilities to meet the environmental quality standards our residents expect. The educational and developmental mission of the department and FHSU can be further developed through enhanced programming and student services funded through this proposal. These increases will also ensure Residential Life will meet all debt service requirements.

Alternatives to Proposal

The proposed rates of increase depicted on the accompanying “Recommended Residence Hall and Apartment Rates—2009-2010” were determined to be the most advantageous to all parties concerned. The proposed rate increases were approved by the Residence Hall Association on October 24, 2008.

Impact of Not Implementing Proposal

If rates are not increased as recommended for the coming year, it would be difficult to maintain facilities and would prevent any form of facility improvement creating a situation of sub-standard on-campus housing for FHSU students. Failure to increase rates may also result in adjustments in staffing and services to residents of the halls. If the proposed increases are not implemented, it would require deferment of essential maintenance on some facilities which may limit our ability to house students as demand warrants. The increased revenues will provide the necessary resources to operate with increased efficiency while improving student satisfaction.

**Fort Hays State University Residential Life
Supplemental Financial Information
KBOR Rate Increase Request**

	Projected FY 2010	Estimated FY 2009	Actual FY 2008	Actual FY 2007
Gross Operating Revenue	\$ 6,026,106	\$ 5,805,750	\$ 5,402,377	\$ 4,318,829
Gross Operating Expense	\$ 4,296,005	\$ 4,130,774	\$ 3,841,113	\$ 3,217,933
Gross Operating Revenue(Loss)	\$ 1,730,101	\$ 1,674,976	\$ 1,561,264	\$ 1,100,896
Capital Improvements Expense	\$ 500,000	\$ 1,000,000	\$ 941,476	\$ 747,090
Annual Debt Service	\$ 951,500	\$ 951,500	\$ 847,757	\$ 781,069
Other Capital Expenditures	\$ -	\$ -	\$ -	\$ -
Net Operating Revenue(Loss)	\$ 278,601	\$ (276,524)	\$ (227,969)	\$ (427,263)
Occupancy Rate	85%	86%	86%	73%
Reserve Balance (EOY)	\$ 1,148,483	\$ 869,882	\$ 1,146,406	\$ 1,374,375
L/T Debt Outstanding	\$ 4,275,000	\$ 4,435,000	\$ 4,595,000	\$ 4,750,000
Capital Improvements Planned*				
FY 2009	\$ 1,000,000			
FY 2010	\$ 500,000			

*** Capital Improvements Description:**

FY 2008- First phase of a complete HVAC upgrade within McMindes Hall

FY 2009- Second phase of the HVAC upgrade in McMindes Hall

FY 2010- Finish HVAC Upgrade and Other Misc.

Eric King
Director of Facilities

2. **AUTHORIZE NAMING OF BASEBALL CLUBHOUSE FACILITY – KU**
The University of Kansas requests authorization to name the Baseball clubhouse. The Baseball Clubhouse Facility is approximately 6,900 gross square foot and includes coaches' offices, locker room, training room, equipment room and associated shower and restroom facilities. The project cost approximately \$2.0 million and was funded by a private gift.

Julene Miller
General Counsel

3. AUTHORIZE THE SALE OF REAL PROPERTY – KSU SALINA

Summary and Staff Recommendation

Kansas State University (KSU) seeks the Board’s authorization for the sale of land and execution of the associated documents. The land, 8.29 acres, is among several parcels that the Board acquired through the merger of KSU with the Kansas College of Technology and is now part of an unused portion of the Kansas State University – Salina campus. The Kansas Legislature authorized sale of this land in 1991 and all statutory procedural requirements have been met. The Adjutant General’s Office/Military Board has offered to purchase the land at its appraised market value and to take responsibility for clean up of the site. Staff recommends authorization for the sale and for the Chair and President and CEO to execute the documents.

Background

In conjunction with the merger of the Kansas College of Technology with Kansas State University, the 1991 Legislature authorized the sale of certain parcels of land that had constituted the South campus of the Kansas College of Technology in Saline County--in particular, for purposes of the instant proposed transaction, 8.29 acres that include the old Schilling Air Force Base dining/mess hall, a 1,400 square foot structure that was built in 1954. The building, which has not been in use since the merger in 1991, is structurally unsound and must be razed.

We note that the 1991 legislation, K.S.A. 76-221(a), denotes the property at issue as Block 10, whereas the proposed Contract for Sale and Quit Claim Deed are for Block 8; the discrepancy is due to the fact that the property was re-platted in 1998, resulting in the property that used to be Block 10 now being designated as Block 8. The Board’s May and June, 1998 Agendas and Minutes document the re-platting and authorization of the sale of other, related parcels of property at that time. Kansas State University has provided staff with maps that reflect the change as well.

On May 12, 1998, Kansas State University obtained an appraisal establishing the market value of the property, as of May 5 of that year, as \$148,500.00,² which equals the University’s proposed sales price. Further, as required by law, on September 18, 2008, the University published its notice of intent to sell the property in the Kansas Register.

The Kansas Military Board has offered to purchase the property, as is, at the University’s proposed selling price, and has agreed to take full responsibility for proper disposal of hazardous materials associated with demolition of the dining hall. Kansas State University requests the Board’s authorization for the sale.

Proceeds of the sale will be used for the repair, remodeling, construction or reconstruction of institutional facilities, the acquisition of equipment, and the financing of student scholarships at the

²KSU and counsel for the Adjutant General’s Office discussed whether a new appraisal would be required; based on advice received from the Attorney General’s Office and the Department of Administration, it was determined that Kansas law does not require a new appraisal, and the parties agree that the appraisal reflects the current market value minus the cost of demolition. KSU believes the property is currently more of a liability in their hands than an asset.

Kansas State University – Salina campus, or for the purchase of property adjacent thereto, as required by K.S.A. 76-221.

Kansas State University also requests that the Board authorize the Chairman and the President and CEO to sign the Quit Claim Deed, the Contract for Sale, and any other appropriate documents. The sale would be subject to the approval of the Deed and conveyance by the Attorney General.

Staff Recommendation

Staff has reviewed the documents and the relevant statutes and has determined that Board Policy has been followed. Based on the information provided by Kansas State University regarding the value of the property, staff recommends that the Board authorize the sale and execution of the Contract for Sale and the Quit Claim Deed by the Board Chair and Board President and CEO.

4. APPROVE MEMORANDUM OF AGREEMENT BETWEEN WICHITA STATE UNIVERSITY AND SERVICE AND MAINTENANCE UNIT/KANSAS ASSOCIATION OF PUBLIC EMPLOYEES – WSU

Summary and Staff Recommendation

Wichita State University requests the Board to approve a new Memorandum of Agreement between the University, the Board, the Kansas Department of Administration and the Kansas Association of Public Employees Service and Maintenance Physical Plant Employees. Staff has reviewed the Agreement and recommends that the Board approve it as submitted and authorize its execution by the Chair.

Background

Wichita State University proposes that the Kansas Board of Regents (Board) approve a Memorandum of Agreement (“Agreement”) between Wichita State University, the Kansas Department of Administration, the Board and the Kansas Association of Public Employees Service and Maintenance, Physical Plant employees. The Agreement is a result of agreement among the parties during meet and confer sessions held pursuant to the Kansas Public Employer Employee Relations Act, K.S.A. 75-4321 *et. seq.* (“PEERA”).

K.S.A. 75-4321(b) recognizes the right of public employees to join organizations and to be represented by such organizations in their employment relations with public employers. It also obligates public employers to enter into discussions with recognized employee organizations about employees’ conditions of employment, which are defined by K.S.A. 75-4322(t) as:

“salaries, wages, hours of work, vacation allowances, sick and injury leave, number of holidays, retirement benefits, insurance benefits, prepaid legal service benefits, wearing apparel, premium pay for overtime, shift differential pay, jury duty and grievance procedures, but nothing in this act shall authorize the adjustment or change of such matters which have been fixed by statute or by the constitution of this state.”

This is a renewal of an Agreement last approved by the Board in June, 2004. Notable changes include:

- Similar to the Kansas State University Agreement approved by the Board in October, this Agreement would increase the stand-by pay rate for Wichita State University employees in this unit by \$1/hour; the Secretary of Administration has already signed off on this and it is anticipated that the Department of Administration regulation will be amended to reflect the increase for all state employees
- Also similar to the recently approved Kansas State University Agreement, a section was added to authorize Wichita State University employees who are stewards for this unit to attend, in regular pay status, KAPE sponsored training in Topeka to enhance grievance resolution skills
- The grievance procedure was reworked to mirror the process used for unclassified employees; once the normal Wichita State University channels for handling a grievance informally are exhausted, a formal complaint can be submitted for processing by a three-member panel of the Grievance Steering Committee, a group consisting of six classified employees with regular status

who are not members of KAPE and who are selected by the Classified Senate without input from either management or KAPE

- The Article on compensation was amended to reference the new Kansas Civil Service pay plan.

One carryover provision of the Agreement should be mentioned. Wichita State University agrees to provide tuition assistance to all classified unit members who hold at least half-time, permanent appointments and are benefits eligible. Board policy on tuition assistance authorizes programs for spouses and dependents of full-time employees, with the specifics of such programs to be approved by the Board in the spring. Because the provision was in the prior Agreement, which was approved by the Board in 2004, the tuition assistance program has been previously approved. Approval by the Board of this iteration of the Agreement will serve to continue that program.

Staff Recommendation

Staff has reviewed the Agreement and finds that it is consistent with Board Policy or Department of Administration regulations, or both, with one exception. Staff therefore recommends that the Board approve it as submitted and authorize its execution by the Chair.

5. ADOPT BOND RESOLUTION/JAYHAWKER TOWERS - KU

Summary and Staff Recommendation

The University of Kansas requests that the Board of Regents adopt a Resolution authorizing the issuance of KDFA Revenue Bonds in one or more series in an aggregate amount of not to exceed \$8,100,000 plus costs and reserves. The purpose of the Bonds is to finance the costs of Phase 1 of the renovation of the Jayhawker Towers residences on the KU campus. The bonds will be secured and debt serviced with a pledge of Housing System Revenues.

The Resolution further authorizes the Chair and the President and CEO to execute the Resolution, a Pledge of Revenues Agreement or a supplement to a prior pledge agreement and various other documents relating to the security and payment of such Bonds in such form as is approved by the General Counsel to the Board and necessary to accomplish the purposes set forth in the Resolution and the issuance of the Bonds. Staff recommends that the Board adopt the Resolution.

Background

The Kansas Development Finance Authority (KDFA), created by the 1987 Kansas Legislature, K.S.A. 74-8901, *et seq.*, has authority to issue bonds on behalf of the State for projects authorized by the Legislature. K.S.A. Supp. 74-8905(b) provides, in part, that:

The authority may issue bonds for activities and projects of state agencies as requested by the secretary of administration. Research facilities of state educational institutions shall be subject to the provisions of this subsection (b). No bonds may be issued pursuant to this act for any activity or project of a state agency unless the activity or project either has been approved by an appropriation or other act of the legislature or has been approved by the state finance council acting on this matter which is hereby characterized as a matter of legislative delegation and subject to the guidelines prescribed in subsection (c) of K.S.A. 75-3711c, and amendments thereto.

A project to construct and remodel Jayhawker Towers was authorized by the Legislature in Section 152(g), Chapter 131 of the 2008 Kansas Session Laws, which provides:

In addition to the other purposes for which expenditures may be made by the university of Kansas for the moneys appropriated from the state general fund or from any special revenue fund for fiscal year 2009 or fiscal year 2010 . . . , expenditures shall be made by the university of Kansas from moneys appropriated from the state general fund or from any special revenue fund for fiscal year 2009 or for fiscal year 2010 to provide for the issuance of bonds by the Kansas development finance authority in accordance with K.S.A. 74-8905, and amendments thereto, for a capital improvement project to construct and remodel jayhawk (sic) towers – phase 1 . . . *Provided, however,* That expenditures from the moneys received from the issuance of any such bonds for such capital improvement project shall not exceed \$8,100,000, plus all amounts required for costs of bond issuance, costs of interest on the bonds issued for such capital improvement project during the construction of such project and any required reserves for payment of principal and interest on the bonds: *And provided further,* That all moneys received from the issuance of any such bonds shall be deposited and accounted for as prescribed by applicable bond covenants: *And provided further,* That debt

service for any such bonds for such capital improvement projects shall be financed by appropriations from the state general fund, any special revenue funds.

Pursuant to this authorization, KDFA proposes to issue Additional Revenue Bonds under an existing Master Revenue Bond Resolution dated June 1, 1996, in an aggregate principal amount not to exceed \$8,100,000, plus all amounts required for costs of issuance, costs of interest on such revenue bonds during the construction of the project and any required reserves for the payment of principal and interest on such revenue bonds, for the purpose of funding the bulk of the project.

The University of Kansas has asked the Board of Regents to adopt a Resolution authorizing the issuance of KDFA Revenue Bonds in one or more series in an aggregate amount of not to exceed \$8,100,000 plus costs and reserves. The purpose of the Bonds is to finance the costs to renovate the Jayhawker Towers residences on the KU campus. At this time, KDFA and KU are contemplating the issuance of short term financing for this project in the amount of \$5 million. The total project cost is \$6 million (thus trimming the budget from the \$8,100,000 that was authorized). The Pooled Money Investment Board has agreed to provide short term financing for the project, and it is anticipated that permanent bonds will be issued next year for this Phase 1 project and the second Towers project. The bonds will be secured and debt serviced with a pledge of Housing System revenues.

The Jayhawker Towers – Phase 1 project is in final stages of design. The Construction Manager at Risk has been selected and is working with the design team. The guaranteed maximum price for the project will be well below the budget authorized by the Legislature, and is expected to include the following elements:

- Replacement of aging mechanical systems
- Improvement of interior lighting to make the apartments more aesthetically attractive
- New kitchen cabinets including countertops and sinks
- New plumbing, finishes and fixtures in all the apartment restrooms
- New windows

In conjunction with the issuance of the proposed bonds, it is necessary to authorize the execution of a Supplemental Pledge of Revenues Agreement between the Board and KDFA which contains certain covenants and provisions with respect to the pledge of revenues described above, which will secure and provide for the payment of the revenue bonds. Since KDFA has and will incur expenses in relation to the issuance of the proposed bonds, and subsequent administration of the Resolution and Pledge of Revenues Agreement(s), it will be necessary to execute an Administrative Agreement to provide for reimbursement of those expenses, as well as other documents and certificates necessary to accomplish the purposes set forth in the Resolution and the issuance and delivery of the bonds.

The Board is asked to approve the Resolution (set out in full below) which approves the issuance of the bonds and authorizes the Chair and the President and CEO of the Board to execute the Pledge Agreement and Administrative Agreement in such form as is approved by the General Counsel and to execute any and all other documents and certificates necessary to accomplish the purposes of the Resolution and the issuance of the bonds. Staff recommends approval of the resolution.

Gilmore & Bell, P.C
10/31/2008

RESOLUTION

A RESOLUTION OF THE KANSAS BOARD OF REGENTS APPROVING THE ISSUANCE BY THE KANSAS DEVELOPMENT FINANCE AUTHORITY OF ITS KANSAS DEVELOPMENT FINANCE AUTHORITY REVENUE BONDS, (KANSAS BOARD OF REGENTS - UNIVERSITY OF KANSAS HOUSING SYSTEM PROJECT) TO PROVIDE ALL OR A PORTION OF THE FUNDS NECESSARY TO REDEVELOP, RENOVATE AND EQUIP A PORTION OF THE HOUSING FACILITIES LOCATED ON OR ADJACENT TO THE LAWRENCE, KANSAS CAMPUS OF THE UNIVERSITY OF KANSAS; AND AUTHORIZING THE EXECUTION OF A SUPPLEMENTAL PLEDGE OF REVENUES AGREEMENT BETWEEN THE KANSAS BOARD OF REGENTS AND THE KANSAS DEVELOPMENT FINANCE AUTHORITY WHICH CONTAINS CERTAIN COVENANTS AND PROVISIONS WITH RESPECT TO THE PLEDGE OF REVENUES DERIVED FROM THE HOUSING SYSTEM WHICH WILL PROVIDE FOR THE PAYMENT OF SUCH BONDS; AND AUTHORIZING THE EXECUTION OF VARIOUS OTHER DOCUMENTS RELATING TO THE SECURITY AND PAYMENT OF SUCH BONDS.

WHEREAS, the Kansas Board of Regents (the "Board") is vested under the Constitution and laws of the State of Kansas with jurisdiction and control over the University of Kansas located in the City of Lawrence, Kansas (the "University"), and is authorized under such laws to adopt this Resolution and perform, execute and carry out, or cause to be performed, executed and carried out, the powers, duties and obligations of the Board under this Resolution in connection with the University's housing facilities located on the campus of the University (the "Housing System") and the revenues derived from the University's ownership and operation thereof; and

WHEREAS, the Board has heretofore determined that it is advisable to redevelop, renovate and equip a portion of Jayhawker Towers, which is a part of the Housing System of the University (the "Project"); and

WHEREAS, the Project has been authorized by Chapter 131, Section 152(g) of the 2008 Kansas Session Laws (the "Act"); and

WHEREAS, the Board has adopted a requirement that state universities will fund annual maintenance, repair and rehabilitation from either gifts, existing university resources, student fees or operating revenues of said facilities and the Board has verified that the University has a plan to do so for the Project;

WHEREAS, the Act authorizes the Kansas Development Finance Authority (the "Authority"), on behalf of the Board, to issue its revenue bonds in one or more series in an aggregate principal amount of not to exceed an amount that provides not more than \$8,100,000 for the payment of the costs of the Project, plus all amounts required for costs of issuance, costs of interest on such revenue bonds during the construction of the Project and any required reserves for the payment of principal and interest on such revenue bonds (the "Project Bonds"); and

WHEREAS, the Board hereby finds and determines that it is advisable that the Project Bonds be issued by the Authority on behalf of the Board pursuant to K.S.A. 74-8901 *et seq.* for the purpose of financing the Project and related costs as hereinbefore set forth; and

WHEREAS, prior to the issuance of the Project Bonds, the Authority will receive a request by the Secretary of Administration to issue the Project Bonds to finance the costs of the Project on behalf of the Board; and

WHEREAS, in conjunction with the issuance of the Authority's Kansas Development Finance Authority Revenue Bonds, Series 1996E (Kansas Board of Regents - University of Kansas Housing System Renovation Project-Templin Hall), dated June 1, 1996 (the "Series 1996E Bonds") pursuant to the Authority's Bond Resolution No. 91 (the "Master Bond Resolution"), the Board and the Authority entered into a certain Pledge of Revenues Agreement (the "Master Pledge Agreement"), which contains certain covenants and provisions with respect to the pledge of revenues derived from the Housing System which secures and provides for the payment of the Series 1996E Bonds and certain Additional Bonds (collectively, the "Bonds") also to be secured by the revenues of the Housing System; and

WHEREAS, in conjunction with the issuance of the Authority's Kansas Development Finance Authority Revenue Bonds, Series 1998D (Kansas Board of Regents - University of Kansas Housing System Renovation Project-Lewis Hall), dated March 1, 1998 (the "Series 1998D Bonds") pursuant to the Authority's Supplemental Bond Resolution No. 91-A (the "First Supplemental Bond Resolution"), the Board and the Authority entered into a certain First Supplemental Pledge of Revenues Agreement (the "First Supplemental Pledge Agreement"), which contains certain covenants and provisions with respect to the pledge of revenues derived from the Housing System which secures and provides for the payment of the Series 1998D Bonds as Additional Bonds; and

WHEREAS, in conjunction with the issuance of the Authority's Kansas Development Finance Authority Revenue Bonds, Series 2002A-1 (Kansas Board of Regents - University of Kansas Housing System Renovation Project-Ellsworth Hall), dated April 1, 2002 (the "Series 2002A-1 Bonds") pursuant to the Authority's Supplemental Bond Resolution No. 91-B (the "Second Supplemental Bond Resolution"), the Board and the Authority entered into a certain Second Supplemental Pledge of Revenues Agreement (the "Second Supplemental Pledge Agreement"), which contains certain covenants and provisions with respect to the pledge of revenues derived from the Housing System which secures and provides for the payment of the Series 2002A-1 Bonds as Additional Bonds; and

WHEREAS, in conjunction with the issuance of the Authority's Kansas Development Finance Authority Revenue Bonds, Series 2005-1 (Kansas Board of Regents - University of Kansas Housing System Renovation Project), dated May 24, 2005 (the "Series 2005E-1 Bonds") pursuant to the Authority's Supplemental Bond Resolution No. 91-C (the "Third Supplemental Bond Resolution"), the Board and the

Authority entered into an amended and restated Pledge of Revenues Agreement (the "Third Supplemental Pledge Agreement"), which contains certain covenants and provisions with respect to the pledge of gross revenues derived from the Housing System which secures and provides for the payment of the Series 2005E-1 Bonds as Additional Bonds; and

WHEREAS, the Project Bonds, will constitute another series of Additional Bonds pursuant to the Master Bond Resolution; and

WHEREAS, in conjunction with the issuance of the Project Bonds, it is necessary to authorize the execution of a Fourth Supplemental Pledge of Revenues Agreement between the Board and the Authority (the "Fourth Supplemental Pledge Agreement"), which further amends and supplements the Master Pledge Agreement; and

WHEREAS, it is recognized that the Authority has and will incur additional expenses in relation to the issuance of the Project Bonds and subsequent administration and enforcement of the Master Pledge Agreement; and the Board desires to reimburse the Authority for said additional expenses through the execution of an Administrative Service Fee Agreement (the "Administrative Agreement").

NOW THEREFORE, BE IT RESOLVED BY THE KANSAS BOARD OF REGENTS, AS FOLLOWS:

SECTION 1. The Board hereby approves the issuance of the Project Bonds by the Authority on behalf of the Board, in one or more series to finance all or a portion of the costs of the Project in an aggregate principal amount not in excess of the limitations described in the Act. The Project Bonds shall be issued substantially in the form and with the repayment terms and provisions contained in the information presented to the Board this date by the Authority and the University, all as may be approved by the Chair or his/her designate and the General Counsel to the Board.

SECTION 2. The Board hereby authorizes and instructs the Chair and President and CEO of the Board to execute the Pledge Agreement and the Administrative Agreement, in such form as is approved by the General Counsel to the Board and to execute any and all other documents and certificates necessary to accomplish the purposes set forth in this Resolution and the issuance of the Project Bonds.

SECTION 3. This Resolution shall be in full force and effect from and after its adoption.

CERTIFICATE

We, the undersigned Chair and President and CEO of the Kansas Board of Regents (the "Board"), hereby certify that the foregoing Resolution was lawfully adopted by the Board at its meeting held on November 20, 2008.

KANSAS BOARD OF REGENTS

(SEAL)

By _____
Donna Shank, Chair

ATTEST:

By _____
Reginald L. Robinson, President and CEO

C. Retirement Plan Committee
 Regents Dan Lykins

Madi Vannaman
 Staff Affiliate

1. ADOPT NEW MANDATORY PLAN DOCUMENT, NEW VOLUNTARY PLAN DOCUMENT AND AMEND RETIREMENT PLAN POLICY

Summary and Staff Recommendation

Under final IRS regulations, retirement plan documents are required for all 403(b) retirement plans, and certain information must be included in the documents. A number of the required provisions must be in effect no later than January 1, 2009.

The Regents' Retirement Plan Committee (RPC), working with Board consultants, has developed two Plan Documents to meet the new requirements. The Plan Documents set forth all the terms of the Board's Mandatory and Voluntary Retirement Plans, establish the rights and responsibilities of employees participating in the Plans, and demonstrate that the Plans are in compliance with state and federal laws and regulations. The RPC has approved final drafts of both Plan Documents and requests that the Board approve: 1) the update to the Mandatory Retirement Plan Document previously approved by the Board in March 2006; and 2) the new Voluntary Retirement Plan Document.

Staff recommends approval of the amended Mandatory and new Voluntary Retirement Plan Documents. Additionally, staff recommends amending the Board's Policy and Procedure Manual to reference the Voluntary Retirement Plan Document and to delete Appendix E; the Appendix is no longer needed because the Plan provisions are captured within the Plan Documents themselves.

Background

The Board of Regents oversees two 403(b) retirement plans for its faculty and eligible staff at the six state universities and the Board Office: the Mandatory Retirement Plan and the Voluntary Retirement Plan.

In 2007, the IRS issued new retirement plan regulations, the first comprehensive 403(b) regulations since 1964. These new regulations apply to all 403(b) plans, including governmental plans like KBOR's that are not subject to ERISA. These regulations are generally effective January 1, 2009, and require Plan Sponsors, such as KBOR, to have a higher level of involvement with and responsibility for their 403(b) plans than ever before.

The regulations position 403(b) plans to look more like 401(k) plans in both form and operation. Action previously taken by the Board already addresses some of the new requirements, such as establishing an appropriate default fund for Plan Participants who do not make an election, and establishing and maintaining a Plan document for the Board's Mandatory Retirement Plan.

Pursuant to the new regulations, the IRS is placing 403(b) plans under more scrutiny to make sure that all distributions meet IRS requirements. The distributions include loans, hardship withdrawals, and fund transfers. The new 403(b) regulations require KBOR, as the Plan Sponsor, to be more involved in overseeing distributions, developing appropriate Plan documentation and ensuring the Plan is administered in compliance with the regulations.

Mandatory Retirement Plan

In 1962, the Kansas Legislature authorized the Board to establish a Mandatory 403(b) Retirement Plan to for faculty and unclassified employees at the state universities and Board Office. Under the Mandatory Plan, eligible employees currently are required to contribute 5.5% of their compensation towards their retirement, which is matched by an 8.5% employer contribution. Employees choose how to invest their retirement funds with two Investment Providers that have been selected by the Board: ING and TIAA-CREF.

In the last several years, the Board has more closely examined its Retirement Plan and established a formal governance structure to help it manage the fiduciary responsibilities the Board has for the plan. The Retirement Plan Committee (RPC) was formed in 2005 and is currently chaired by Regent Lykins.³ The RPC is charged with responsibilities related to the Retirement Plan, including oversight of plan investments and administration.

The Mandatory Plan Document was first drafted by the Ice Miller Law Firm under an RFP for legal consulting services. In March 2006, the Board approved the Mandatory Plan Document, which provides the foundation for and reduces the terms of the Mandatory Retirement Plan into one document. In particular, it outlines the rights and responsibilities employees have under the Plan. Previously, these terms were contained in a number of documents and employees had to turn to several different sources to understand the parameters of the Mandatory Plan. Although this distributed approach has been very common in governmental retirement plans such as the Board's, the Board previously approved the RPC's recommendation of a single Mandatory Plan Document.

In light of the final 403(b) regulations and at the request of the RPC, the Mandatory Retirement Plan Document has been extensively reviewed and revised by Ice Miller. Additional review was performed by Deloitte Consulting, the current retirement consultant to the Board. The RPC reviewed and approved the Document at its September meeting.

summary of the Mandatory Plan Document Major Changes

Major changes to the Mandatory Retirement Plan Document are highlighted below.

1. Eliminate the Loan Provision in the Mandatory Plan. While actively employed, the only participants who can take a loan are those with under a KBOR Phased Retirement contract. Removal of this provision is recommended because loans have not been utilized by these employees. Also, Phased Retirees can access up to 99% of their Mandatory Plan annuity funds, and at age 59 ½ can access up to 99% of their custodial account funds. Eliminating loans from the Mandatory Plan will minimize a potential area of abuse and non-compliance under the 403(b) regs.
2. Authorize distribution of funds when the participant terminates employment from KBOR (state universities and Board Office), even if going to another non-KBOR state job. The final 403(b) regs now permit distribution when the participant leaves employment with an employer qualified to offer a 403(b) plan. Only KBOR state universities and the Board Office are qualified to offer a 403(b) plan, therefore when an employee leaves KBOR employment and goes to work for the State of Kansas, the final 403(b)

³ Regent Boettcher regularly participates as well.

regs permit distribution from the 403(b) plan. Because it would be administratively burdensome to track participants who leave KBOR employment but remain employed with the State, the RPC recommends changing the Plan document to authorize access to 403(b) accumulations.

3. Stop authorizing distribution of funds when the participant takes a KBOR student or temporary position and is no longer eligible to participate in the 403(b) plan. The RPC supported the recommendation made by our consultants (Ice Miller and Deloitte Consulting) to no longer authorize access in these situations, as these situations arise infrequently and they create the potential for abuse.

4. Remove the plan document provision that permits an employee to take a leave of absence to serve in the Executive branch of State government while continuing to participate in the KBOR Mandatory Retirement plan. The final 403(b) regs do not allow employees to participate in the KBOR 403(b) plans if they are not providing a service to an "educational institution" (i.e. KBOR state university) and are not receiving compensation from an "educational institution."⁴

Staff recommends approval of the changes to the Mandatory Retirement Plan Document to be effective January 1, 2009.

Voluntary Retirement Plan Background

In 1974, the Kansas Legislature authorized the Board to establish a Voluntary 403(b) Retirement Plan to provide employees an opportunity to supplement their retirement savings. All benefits-eligible employees at the state universities and Board office, including KPERS participants, can utilize the Voluntary Retirement Plan which accepts employee pre-tax contributions and the employer does not make contributions.

In April 2007, in light of promised 403(b) regulations, the Board approved action to limit the number of companies in the Voluntary Plan based upon enrollment. That action reduced the number of companies available to new participants from 32 to 16. The other companies were frozen: current participants could continue making contributions to those companies but no new enrollment was allowed. The remaining 16 approved companies available to new participants, all had 1% or greater participation, and were used by 3210 participants (or 94% of the 3,412 participants).

The new 403(b) regulations require the Plan Sponsor to more closely monitor certain activities. KBOR, as Plan Sponsor, can lawfully delegate roles and responsibilities to third parties as part of the Plan. In April 2008, the Board approved using ING's Planwith ease.com (PWE) as the third party administrator for 403(b) compliance. Although administrative duties will be delegated, the Board will retain ultimate responsibility for its 403(b) Plans. The contract with PWE has indemnification provisions and PWE will

⁴ Due to concerns that this proposed Plan amendment, and a corresponding statutory amendment, will potentially disadvantage the KBOR participant, the state university and State as a whole if talented and qualified KBOR participants are not able to remain participants in the KBOR plan when accepting a temporary appointment to work in the executive branch, staff is working with Deloitte Consulting and with ING to determine whether there is some lawful way for a university to "loan" an employee to the executive branch for some period of time and still allow that employee to participate in the KBOR retirement plan, without running afoul of the 403(b) regulations. However, according to Board's consultants, Ice Miller and Deloitte, KBOR cannot legally allow participation in the KBOR Retirement Plan by persons who are no longer providing services to an educational institution. Thus, this change must be made to bring the Mandatory Plan into compliance with the new IRS regulations.

not have discretionary authority or control over the KBOR Plan or its assets; it will only perform functions as delegated by KBOR.

Summary of the Voluntary Plan Document

In light of the IRS final 403(b) regulations, the Voluntary Retirement Plan Document was drafted by Ice Miller. Additional review was performed by Deloitte Consulting. The RPC reviewed the Document and approved it at its September meeting. The Voluntary Retirement Plan Document provisions are in compliance with the 403(b) regulations.

Staff and PWE have received notification that many companies will be leaving the 403(b) business because of the additional requirements imposed by the 403(b) regulations. Other companies have notified us that they will not or cannot agree to PWE provisions, including electronic sharing of data. Those companies will no longer be approved under the KBOR Voluntary 403(b) Plan.

Some KBOR employees will have funds remaining with non-approved companies, but the non-approved companies will not transmit plan data to PWE, the third party assisting KBOR with its oversight responsibilities. As PWE will not have the data needed to ensure compliance with the 403(b) regulations, additional restrictions are needed for funds remaining with a non-approved company if a participant, while actively employed, wants to take a loan or make a hardship withdrawal. The Voluntary Plan Document incorporates these additional restrictions on participants who are actively employed and who have funds in an account with a non-approved company;⁵

- a. accumulations can remain with the non-approved companies;
- b. accumulations can be moved from a non-approved company only to a KBOR approved 403(b) company;
- c. distributions based on separation from service from the state universities/Board office, age 59 ½ or older, QDROs or disability status will be permitted; and
- d. loans and hardship withdrawals are prohibited under the KBOR plan document, but will be permitted if the participant's individual contract explicitly provided for those types of distributions and the non-approved company agrees to share requisite information with KBOR and the state universities.

When the participant separates from service, turns age 59 ½ or older, submits a QDRO or attains disability status, access to funds is permitted and the state university or Board Office employing the participant at the time of the event will respond to the non-approved company's inquiry that the participant has separated from service or meets other criteria to access plan accumulations.

For loans and hardship withdrawals, when the provisions of the KBOR Voluntary Plan Document have been met by a non-approved company, the state university employing the participant will coordinate with the Board Office to respond to the non-approved company's inquiry and authorize access plan accumulations.

⁵ These restrictions will NOT be applied to actively employed participants with funds with approved companies.

Staff recommends approval of the Voluntary Retirement Plan Document to be effective January 1, 2009. Appendix A of the Plan Document lists the approved and non-approved companies. Because the status of some of the 403(b) companies is still being determined as companies continue to assess their ability to remain in the 403(b) marketplace and/or to comply with PWE requirements, staff requests the Board's authorization to perform the ministerial functions needed to finalize the listing of approved and non-approved companies as those determinations are made, but no later than December 31, 2008.

KBOR Policy Manual Revisions

With the adoption of the Mandatory and Voluntary Plan Documents, staff recommends the following changes to the policy manual:

➤ Amend **Chapter II, Section A “The Board and its Staff” § (3)** as follows:

e. Retirement and Insurance Benefits

(1) (a) Eligible classified employees are covered by the Kansas Public Employees Retirement System as determined by law.

(b) Unclassified employees are covered by and/or eligible for those retirement benefits which are set forth in detail under the heading of FACULTY AND STAFF, Retirement. (3-20-06)

(c) ~~Subject to K.S.A. 74-4925 and 4925b, K.A.R. 88-10-1 through 12, and K.A.R. 88-11-1 through 12, eligible~~ Eligible classified and unclassified employees may participate in a 403(b) voluntary ~~tax-sheltered annuities~~ retirement program. Details are set forth in Appendix E of this manual. The provisions of the Kansas Board of Regents Voluntary Plan Document shall control the terms of the plan. (3-20-06; DATE)

➤ Amend **Chapter II, Section F “Faculty and Staff, § (17)** as follows:

17. RETIREMENT

a Retirement Benefits

(1) Eligible classified employees are covered by the Kansas Public Employees Retirement System as determined by law.

(2) Unclassified employees are covered by and/or eligible for those retirement benefits under the Mandatory Retirement Plan that are set forth in detail as follows:

(A) The provisions of the Kansas Board of Regents Mandatory Plan Document control the terms of the plan.

(B) The provisions of the Investment Policy Statement control the Board's oversight and the role of the Investment Providers.

(C) The provisions of the Vendor Management Document shall control the Investment Provider reporting and fund change protocol. (DATE)

(3) Retirement Age. There shall be no mandatory retirement age for eligible employees. For purposes of eligibility for certain statutory retirement benefits, such retirement shall not occur before the fifty-fifth birthday; provided, however, that individuals who seek to retire from age 55 to 59 must have ten years of service in a benefits-eligible position at a Regents institution or with the Board of Regents staff. (3-20-06)

b. Phased Retirement Program

Subject to the provisions of K.S.A. 76-746 and K.A.R. 88-12-1 through 8, an unclassified employee aged 55 or older may enter into a written agreement with the employing institution whereby the unclassified employee will accept a position which is less than full-time but at least one-fourth time, and the institution will provide benefits on a full-time basis for up to five years.

c. Tax Sheltered Annuities 403(b) Voluntary Retirement Program

~~Subject to K.S.A. 74 4925 and 4925b, K.A.R. 88 10 1 through 12, and K.A.R. 88 11 1 through 12, eligible Eligible~~ classified and unclassified employees may participate in a 403(b) voluntary tax-sheltered annuities retirement program. Details are set forth in Appendix E of this manual. The provisions of the Kansas Board of Regents Voluntary Plan Document shall control the terms of the plan. (11-21-86; 9-16-93; 9-15-94; 12-14-95; 3-20-06; DATE)

➤ Delete **Appendix E** of the Board's Policy and Procedure Manual in its entirety, as Plan information is captured in the Mandatory and Voluntary Retirement Plan Documents.

Retirement Plan for Kansas Regents Institutions

January 1988 (Revised 3-88; 6-89; 2-90; 5-91; 1-92; 9-93; 9-94; 10-96; 5-16-02, 3-16-06, DATE)

1. RETIREMENT RESOLUTION

~~Voluntary Tax Deferred Program. Each alternate provider shall offer to eligible employees in the voluntary tax deferred annuity program at least the same investment options as provided for in the Plan, but shall maintain completely separate records of the Plan and any voluntary tax-deferred annuity accounts. Such programs are to be completely separate and the allowing of at least the same alternate investment options through alternate investment providers to be available under both programs does not change the distinctness of the programs. Additionally, the Board shall approve any life insurance company authorized to do business in this state and any noninsurance company offering retirement plans that meet the requirements of Section 403(b) of the Internal Revenue Code of 1986, as amended, to issue voluntary tax-sheltered annuities or mutual funds to eligible employees in accordance with Board policy and rules and regulations. Eligible employees may participate in the voluntary tax sheltered program immediately upon employment.~~

2. RETIREMENT PLAN DOCUMENTS ADOPTED BY THE BOARD

~~A. Investment Policy Statement for the Mandatory Retirement Plan, adopted December 15, 2005, amended April 18, 2007~~

<http://www.kansasregents.org/download/Retirement%20Plan/070423%20investment%20policy%20statement.pdf>

B. Mandatory Retirement Plan Document, adopted March 16, 2006

<http://www.kansasregents.org/download/Retirement%20Plan/Mandatory%20Retirement%20Plan.pdf>

C. Vendor Management Agreement for the Mandatory Retirement Plan, adopted April 18, 2007

<http://www.kansasregents.org/download/Retirement%20Plan/Vendor%20Management%20Document%20Approved%20KBOR%20041907.pdf>

Staff recommends reference to the Voluntary Retirement Plan Document be added to the Board's Policy and Procedure Manual and that Appendix E be deleted; the Appendix is no longer needed because the Plan provisions are captured within the Plan Documents themselves.

Conclusion

Information will be provided to KBOR participants in the Mandatory and Voluntary 403(b) plans to provide web links to the Plan Documents, to highlight the major changes to the Mandatory Plan Document, to provide information about the remaining approved Voluntary Retirement Plan companies and to provide information about and a web link for planwithease.com.

D. *Other Matters*

Reggie Robinson
President and CEO

1. **RECEIVE REPORT ON UNIVERSITY EFFICIENCY MEASURES – ESU**
2. **RECEIVE REPORT ON UNIVERSITY EFFICIENCY MEASURES – WSU**
3. **RECEIVE UPDATE ON KANSAS STATE UNIVERSITY PRESIDENTIAL SEARCH**
4. **RECEIVE UPDATE ON PITTSBURG STATE UNIVERSITY PRESIDENTIAL SEARCH**
5. **DISCUSS JOHNSON COUNTY EDUCATIONAL TRIANGLE (JCET)**

VIII. ADJOURNMENT

November 19-20, 2008

SYSTEM COUNCIL OF PRESIDENTS

Kansas Board of Regents Offices

1000 S.W. Jackson

Suite 520

Topeka, Kansas

10:30 a.m.

Suite 530

AGENDA

1. Approve Minutes of May 14, 2008 (Attachment 1)
2. Report from System Council of Business Officers
3. Report from System Council of Chief Academic Officer
4. Amend Policy for Approval of Programs for Community Colleges, Technical Colleges and Technical Schools (Attachment 2)

SYSTEM COUNCIL OF PRESIDENTS

May 14, 2008
Topeka, KS

Meeting convened at 10:30 a.m. Co-chaired by Mike Lane, Emporia State University and Duane Dunn, Seward County Community College.

Attendees: Duane Dunn, Seward Co. CC; Don Woodburn, Coffeyville CC; Tom burke Kansas City Kansas CC; Tom Bryant, Pittsburgh State University; Bob Hemmenway, University of Kansas; Duane Nellis, Kansas State University; Don Beggs, Wichita State University; Ed Hammond, Fort Hays State University; Rob Edleston, Manhattan Area Technical College; Jerry Farley, Washburn University; Bill Wojciechowski, Pratt CC; Mike Lane, Emporia State University; Reggie Robinson, Kansas Board of Regents

Approval of minutes from March 12, 2008. Motion by Hammond, Second by Bryant. No opposition and minutes approved.

Report of Systems Council of Chief Academic Officers: Gary Miller, Wichita State University:

- Planning for summer retreat scheduled for May 29/30. Focus will be on engaging the millennial student;
- Discussed the development of standardized reporting and use of university transfer data. SCOCAO is interested in developing reports which can also be useful for high school students/counselors.
- SCOCAO did not approve a staff developed policy regarding concurrent enrollment. The issue was the legislative allowance of 10th grade students to enroll in concurrent college courses. The 9-1 vote by SCOCAO to not adopt the policy was an expression of dissatisfaction with the legislation and not a reflection of staff work on the policy.

Report from System Council of Business Officers: Ray Hauke, Emporia State University:

- Reviewed the State General Fund appropriation
 - Continue to support of the 2010 Unified Budget development process;
 - Recommended the sector appropriations which allocate a 3.2% increase in sector appropriations;
 - Appropriation recommendations from the Technical Education Authority are not included in the SCOBO recommendation

Motion by Edleston and second by Wojciechowski to approve the SCOBO recommendation on the sector appropriation of 3.2% across all sector funds. Voice vote on motion indicated passage of motion with no opposition.

The SCOBO recommendation for the FY2010 Unified budget request will be presented to SCOPS in June.

Motion for adjournment by Hammond, seconded by Lane, no opposition. Meeting adjourned at 11:07 a.m.

Amend Policy for Approval of Programs for Community Colleges, Technical Colleges and Technical Schools

Summary and Staff Recommendation

Board policy currently allows no less than 45 days for institutions to comment on new academic program requests. Recognizing the imperative to expedite the approval process for new certificate and A.A.S. degree programs, after reviewing past submissions of concerns and comments, Board staff is confident that a two week comment period is sufficient to ensure that all interested institutions are given the opportunity to comment on new program proposals. Staff recommends approval of a 14 day comment period for proposed certificate and Associate of Applied Science degree programs at community colleges and technical colleges provided the 14 day comment period does not begin until a new program proposal is submitted to board staff in its entirety. The System Council of Chief Academic Officers recommends approval.

10/29/08

Background

Community colleges and technical colleges submit requests for new certificate and Associate of Applied Science degree programs each month utilizing forms approved by board staff. Criteria for approval of new programs include submission of a "Program Summary Form" to board staff no less than 45 days prior to the submission of the full proposal. When a program proposal is received, an electronic program alert is sent to all institutions informing them of the proposed programs. Institutions with concerns or comments about a new program request must state those preliminary concerns, comments or objections to board staff within the current 45 day time period. Board staff has reviewed past submissions of concerns or comments and is confident that a two week comment period would allow adequate time for institutions to respond to the proposed programs and enhance the process of approval of new technical education programs. In addition, under the proposed policy, the 14 day comment period will not begin until a new program proposal is submitted to board staff in its entirety.

Proposed Policy

Modify Chapter IV, Section 21 of the KBOR Policy Manual as follows:

APPROVAL OF PROGRAMS FOR COMMUNITY COLLEGES, AND TECHNICAL COLLEGES AND TECHNICAL SCHOOLS (6-27-07)

Board approval is required for the establishment of new degree programs. When the Board considers the establishment of a new degree program, information regarding its need, quality, cost and means of assessment become paramount. The minimization of unnecessary program duplication is a high priority of the Kansas Board of Regents. This document outlines the policies, procedures and criteria the Board utilizes when reviewing requests for new degree programs.

Institutions must submit ~~the Program Summary Form~~ a complete program proposal to board staff ~~no less than 45 days prior to the submission of the full proposal,~~ and enter the proposed program into the Program Inventory Database. Once board staff has received a complete program proposal from an institution, the proposal will be made available in electronic form on the Kansas Board of Regents website for other institutions to view. All institutions shall be

automatically notified of the proposed program by email through the Program Inventory Database. Institutions with concerns, comments or objections to the new program must state those ~~preliminary~~ concerns, comments or objections in writing to Board staff within ~~the 45 a~~ 14 day time period. ~~This notification is intended to alert the initiating institution that concerns, comments or objections to approval may occur during the more formal deliberation process.~~ At that time, institutions shall submit, in writing, a list of concerns, comments or objections to Board staff. The list of concerns, comments and objections will be compiled by board staff and forwarded to the proposing institution for follow-up. An initiation institution is expected to communicate with other institutions filing concerns, comments or objections to minimize or eliminate the identified issues. ~~Final p~~Proposals must contain all required information including evidence that concerns, comments or objections have been addressed and be submitted in the approved format. This process shall not prevent an institution from submitting a new program proposal, but it is designed to make the approval process more transparent, improve proposals and reduce potential conflict related to unnecessary duplication.

The Board President and CEO, or designee, shall determine if each proposed program is similar to others in the state and may serve the same potential student population. A similar program is one that has a like CIP code, title, content or competencies. If the President and CEO, or designee, determines that one or more similar programs exist, the following information shall be provided by the institution.

- Whether the institution has a valid inability to offer the program collaboratively. This will be determined by geographic proximity of similar programs eligible for collaboration, the transportability of existing programs to the proposed population, and if the proposed program varies to an extent that would not allow collaboration.
- What level of interest of new students in the program is. This will be determined by the number of students interested through survey analysis, or similar process, that demonstrates student interest will support or sustain the program for an excess of three years.
- What the existing and future labor market demand for graduates of the program is and will be. This will be based on the Kansas Job Vacancy Survey and Kansas Department of Labor statistics for a specific job title. This will also be based on the number of projected students that would be required to sustain the proposed program for a minimum of three years.
- What the student enrollment levels in existing similar programs are. This will be based on the number of vacancies in currently approved programs.
- Whether student waiting lists for similar programs exist. This will be based on the number of students that cannot be accommodated in the existing programs within one year or that cannot be accommodated by expanding existing programs.
- Whether sufficient clinical sites are available (if applicable to the program)

Board staff shall compile, analyze and make recommendations to the Board on the information provided. The recommendations and information provided shall be reviewed by the Board Academic Affairs Standing Committee to determine whether the program represents unnecessary program duplication before approval will be granted.

(1) Procedures for Approval of New Academic Programs

A. Time Limitations

1. ~~Notification of new program submissions must be received by staff 45 days prior to the submission of the full proposal.~~ Notification of new program submissions will include: Program name, proposed CIP code, number of credits, ~~detailed program description, documented demand for the program at the local and state level (labor data, student interest/employer survey results), comparison to other similar programs within the region and state, a statement detailing the rationale for a duplicative program if others currently exist.~~ and a link location where the full program proposal may be viewed electronically.

At the time of ~~the original notification~~ program submission to board staff, the institutional representative shall enter the new programs into the Program Inventory Database.

Board staff will notify all institutions of the proposed program. ~~At that time~~ Within 14 days from the date of notification, institutions shall submit, in writing, a list of concerns, comments or objections to Board staff. The list of concerns, comments and objections will be compiled by Board staff and forwarded to the proposing institution for follow-up. Final proposals shall contain all required information including evidence that concerns and questions have been addressed and be submitted in the approved format.

2. Programs recommended for approval normally will be presented to the Kansas Board of Regents for action within two months of receipt of a complete proposal. The institution will be informed of program approval status prior to Board action.

B. Criteria for Program Approval

1. The institution shall provide documentation of need at the local, regional, and State levels for the proposed new program.

2. The institution shall submit a plan for financing and providing adequate facilities for the proposed new program. An estimate of costs needed to implement and operate the program for the first two years must be included.

3. The institution shall include an outline of the proposed program of study that includes the following:

- a. Description of proposed program of study
- b. Method or type of instruction
- c. Proposed Classification of Instructional Program (CIP) code
- d. Syllabus for courses in the proposed program of study
- e. Listing of all the courses in the proposed program of study
- f. Outcome(s) of proposed program of study
- g. Specific faculty requirements, if any

- h. Evidence that concerns, comments and objections raised by other institutions have been addressed.
- i. A review of similar programs in the state and the need for an additional program
- j. Written approval or recommendation from the institution's curriculum committee and Board of Trustees.

4. New courses or programs shall be designed to provide instruction in a manner such that the course content is directly related to program content and objectives, and is consistent with the legal limitation and responsibilities applicable to the institution.

C. Application Procedure

(1) Institutions must complete and submit the following forms:

- CA-1 Application for New Program
- CA-1a Fiscal summary for New Programs

(2) Procedures for Approval of New Career and Technical Education Programs

A. Time Limitations

1. ~~Notification of new program submissions must be received by staff 45 days prior to the submission of the full proposal.~~ Notification of new program submissions will include: Program name, proposed CIP code, number of credits, ~~detailed program description, documented demand for the program at the local and state level (labor data, student interest/employer survey results), comparison to other similar programs within the region and state, a statement detailing the rationale for a duplicative program if others currently exist. A similar program is one that contains like content, competencies, title or CIP code.~~ and a link location where the full program proposal may be viewed electronically.

At the time of ~~the original notification~~ program submission to board staff, the institutional representative shall enter the new programs into the Program Inventory Database.

Board staff will notify all institutions of the proposed program. ~~At that time~~ Within 14 days from the date of notification, institutions shall submit, in writing, a list of concerns, comments or objections to Board staff. The list of concerns, comments and objections will be compiled by Board staff and forwarded to the proposing institution for follow-up. Final proposals must contain all required information including evidence that concerns and questions have been addressed and be submitted in the approved format.

2. Programs recommended for approval normally will be presented to the Kansas Board of Regents for action within two months of receipt of a complete proposal. The institution will be informed of program approval status prior to Board action. Note: Program approval does not indicate eligibility for Perkins funds.

B. Criteria for Program Approval

1. The institution shall provide documentation of need at the local, regional, and State levels for the proposed new program. If the program is duplicative, the institution shall provide justification why the program should be approved.
2. The institution shall provide evidence that the current or future labor market demand equals or exceeds the number of students surveyed who indicate intent to enroll in the technical education program.
3. The institution shall provide evidence that the proposed new program does not unnecessarily duplicate existing programs within the region or those programs affecting the region. The following evidence shall be included:
 - (a) Results of studies of public and private training programs such as industrial firms, private schools, proprietary schools, and apprenticeship programs within or affecting the region;
 - (b) Classification of Instructional Programs (CIP) code;
 - (c) Method or type of proposed instruction;
 - (d) Syllabus of courses in the proposed program;
 - (e) Specify faculty requirements, if any;
 - (f) Listing of all courses in the proposed program; and
 - (g) Outcomes of proposed program.
 - (h) Evidence that concerns, comments and issues raised by other institutions have been addressed.
4. The institution shall submit a plan for financing and providing adequate facilities for the proposed new program. An estimate of costs needed to implement and operate the program for the first two years must be included.
5. The institution shall provide documentation of the involvement of a steering committee and/or advisory council, and curriculum committee in the planning and development of the new program (names of committee members and occupational category represented shall be included). In addition, evidence of approval by the institution's Board of Trustees shall be included.
6. The institution shall include an outline of the proposed program of study.
7. New courses or programs shall be designed to provide instruction in a manner such that the course content is directly related to program content and objectives, and is consistent with the legal limitation and responsibilities applicable to the institution.
8. If external accreditation is required for the proposed program (i.e. Board of Nursing), a statement of intent to seek accreditation is to be included.

9. If a satellite or partnership with another educational institution offering the same program has been established, a statement of intent or Memorandum of Agreement is to be included.

10. A review of other similar programs being offered in the state and the reason why an additional program is needed as well as other information regarding the needs of the area for this program and its feasibility shall be included.

11. Any concern, comment or objection from other institutions will be considered by board staff and the board as a whole when determining approval.

C. Application Procedure

Institutions must complete and submit the following forms:

- CA-1 Application for New Program
- CA-1a fiscal Summary for New Programs
- Perkins Verification Form

1. Data Gathering

(a) Secure from the Department of Human Resources information on the projected job openings in the program area for the State and for your local service area. This should include projections for future openings for five and ten years.

(b) Conduct local surveys:

(1) A survey of business and industry specifically for the new program involved including needs, employment projections, and turnover.

(2) A survey of students, identifying where possible, adult interest in the particular program area and enrollment projections.

2. Steering Committee

A steering committee composed of persons in the local area and program area should be selected to plan course content, length of program, type of instructor and instruction needed, objectives of the program, and desirable type of graduate produced. The written recommendations of this committee, along with the names and occupations of the committee members, should be included in the application. Upon establishment of the program, the steering committee should become the regular advisory committee for the program.

(3) Procedures for Approval of Special Programs - Business and Industry Service Program

The purpose of this program is to allow community colleges, technical colleges, and area technical schools to design and implement training activities to meet expressed needs of Kansas business and industry. Instructional activities will be approved for a one-year period with an option for reapplication. Forms are to be submitted two (2) weeks prior to proposed date of initiation and are available on the KBOR website.

(4) Forms

All forms may be found on the Kansas Board of Regents website.

Recommendation

Staff recommends amending Chapter IV Section 21 of the Kansas Board of Regents Policies and Procedures Manual.

November 19-20, 2008

COUNCIL OF PRESIDENTS

Kansas Board of Regents Offices

1000 S.W. Jackson

Suite 520

Topeka, Kansas

11:00 a.m.

Suite 530

AGENDA

1. Approve Minutes of October 15, 2008, Meeting
2. Report from Council of Business Officers – Mary Herrin
3. Report from Council of Chief Academic Officers – Gary Miller
4. Other Business

COUNCIL OF PRESIDENTS
Kansas Board of Regents
11:00 a.m.
Minutes of Meeting
October 15, 2008

Members in attendance:

President Don Beggs, Wichita State University
President Tom Bryant, Pittsburg State University
President Ed Hammond, Fort Hays State University
Provost Richard Lariviere, University of Kansas
President Mike Lane, Emporia State University
President Jon Wefald, Kansas State University

1. Convened at 11:00 a.m.
2. Approved Minutes of September 17, 2008, meeting.
3. Report from Council of Business Officers – Mary Herrin
 - a. The contract for a security consultant has been approved. The contract is with Margolis Healy and Associates. This organization is endorsed by the Kansas Law Enforcement and is a member of the International Association of Campus Law Enforcement. Work is to be completed by the end of December, 2008. There is a contract for \$33,200 that has been approved. Copies of the contract will be forwarded to members of the Council of Business Officers.
 - b. An update on the Budget Allocation Model process was discussed. The RFP has not been issued. The Council of Business Officers still plans to review responses from firms and individuals at the December COBO meeting.
 - c. Julene Miller is currently working on issue papers on topics to be reviewed at the next Council of Business Officer’s Meeting. The topics include the Kansas Board of Regents Policy on Compensation including a Limited Health Care Bridge, and a potential change for the Faculty of Distinction information in the Policy Manual.
 - d. The recommendations from the Retirement Plan Committee have been completed and will be presented at the November Kansas Board of Regents meeting.
 - e. The Council of Business Officers is recommending that rather than forming a new Sustainability Committee under COBO, that an existing group like the Physical Plant Directors/Architects have that responsibility. This recommendation was reviewed and discussed in the Council of President’s meeting, and it was decided that we would support the COBO recommendation to the Kansas Board of Regents. This was **approved unanimously**.

4. Report from the Council of Chief Academic Officers – Gary Miller
 - a. The Chief Academic Officers proposed a policy revision concerning Spoken English Language Competency. The Academic Officers reviewed this issue after it was returned to them from the COPS meeting in September, and the new proposal suggests the policy be changed such that it will allow Board staff in collaboration with the Council of Chief Academic Officers to establish a minimum test score on a regular basis until adequate data are available to include the specific minimum score in policy. Furthermore, schools may identify a higher test score based on individual score information. This issue was reviewed and **approved unanimously** and will be presented to the Board at the November meeting. It is important that this issue be reviewed as soon as possible because decisions are being made for the next academic year.
 - b. New programs received first reading in the COCOA meeting. We can expect the second review to occur in November and potentially be forwarded to COPS for the December meeting. The two programs are: 1) a request from the University of Kansas for approval of a Master in Art in African and African American Studies, and 2) Wichita State University requesting approval for a Bachelor of Science in Health Science.
 - c. The Tilford Conference was discussed by the members of COCOA, and there was a very positive report on participation for the October 2-3 meeting this year. Several schools expressed an interest in hosting the conference next year, and COCOA is awaiting the report from the Planning Committee to make a recommendation as to who will have the responsibility for hosting the Tilford Conference in 2009.
 - d. The Council of Chief Academic Officers reported the approval of the change of the Sociology and Anthropology Department name at Emporia to the new name of Sociology, Anthropology and Crime and Delinquency Studies. This does not require further approval and was simply reported to the Council of Presidents.
5. New program approvals were approved by a **unanimous vote** for four programs that will be recommended to the Kansas Board of Regents at the November meeting. The four programs are as follows:
 1. WSU – Master of Art in Teaching (13.1205)
 2. WSU – Master of Science in Computer Networking (11.0901)
 3. KU - Master of Science in Atmospheric Science (40.0401)
 4. KSU - A major in Entrepreneurship within the Bachelor of Science in Business Administration (52.0701)
6. President Robinson informed the Council of Presidents that Emporia State and Wichita State will make efficiency presentations at the November Kansas Board of Regents meeting, and the University of Kansas and Kansas State University will make reports in December.
7. We adjourned at 11:19 a.m.

System Council of Chief Academic Officers

Wednesday, November 19, 2008
9:00a.m. – 10:00 a.m.
Room 530
Curtis State Office Building
1000 SW Jackson Street
Topeka Kansas

A G E N D A

1. Approve Minutes of October 15, 2008
2. Status of Transfer Student Template
3. Calendar of Reports
4. Meeting Format/Schedule
5. Other Business

MEETING DATES (2008/09)
September 17, 2008
October 15, 2008
November 19, 2008
December 17, 2008
January 14, 2009
February 18, 2009 February 11, 2009
March 11, 2009
April 15, 2009
May 20, 2009
June 24, 2009

**System Council of Chief Academic Officers
Minutes**

**Wednesday, October 15, 2008
8:30 a.m.
Room 530
Curtis State Office Building
Topeka, KS**

The System Council of Chief Academic Officers met in Room 530 of the Curtis State Office Building, 1000 S. W. Jackson, Topeka, Kansas, at 8:30 a.m.

Members Present:

Gillian Gablemann, Barton County Community College	Richard Lariviere, University of Kansas
Gary Miller, Wichita State University	Cynthia Rapp, Seward County Community College
Steve Loewen, Flint Hills Technical College	Gary Alexander, KBOR
Tes Mehring, Emporia State University	Duane Nellis, Kansas State University
Steve Scott, Pittsburg State University	Larry Gould, Fort Hays State University
Kim Krull, Cloud County Community College	Sheree Utash, Wichita Area Technical College
Robin Bowen, Washburn University	Brian Inbody, Neosho County Community College

Board Staff:

Kathryne Mueller, KBOR	Roxanne Kelly, KBOR
Jacqueline Johnson, KBOR	Julene Miller, KBOR
Theresa Bush, KBOR	Dawn Ressel, KBOR

New Kansas Board of Regents Career and Technical Education staff member, Kim Humrickhouse, Associate Director of Curriculum Alignment, was introduced.

1. Approve Minutes of September 17, 2008

The September 17, 2008 Minutes were approved as submitted.

2. Student Learning Outcomes – Deb Teeter

Deb Teeter, University of Kansas, presented issues to discuss regarding creating community college transfer reports using Kansas Postsecondary Student Database (KSPSD) data. The purpose of the report is to provide data to community colleges regarding the performance of their transfers to Regents Universities using the KSPSD data to assure consistency in the data and methodology for comparison purposes.

The following issues were discussed:

- Who should be included as a new or continuing transfer student from a community college
- When would reports be available
- Who should be included in comparison group(s)
- What data items should be included in reports
- How can we evaluate success at the university to which the student transfers
- Comparison of Wichita State University Report with data available in KSPSD
- An example report on transfer students from Cowley County Community College was distributed which includes student profile, mean cumulative grade point averages, grade distribution analysis, and list of students
- Sample report to see how data could be reported
- Need uniform/consistent data – from a central database
- Some institutions want to drill down to individual courses and programs
- KSPSD reporting would move in stages
- Universities would be more responsive to the needs of the community colleges with a central report
- Not a semester by semester report but locked in each year on September 30
- Would supersede the Wichita State University reporting template agreed upon in September
- Bring a template to System Council of Chief Academic Officers for review in November with the possibility that it might not be ready until December

A draft template will be reviewed by the System Council of Chief Academic Officers when it is available either in November or December.

3 Discuss Amendment to Kansas Board of Regents Policies and Procedures Manual Chapter IV, Section 21, Approval of Programs for Community Colleges, Technical Colleges and Technical Schools - Kris Bishop

Roxanne Kelly gave an overview of the amended proposed policy for new programs submitted by community colleges and technical colleges as follows:

- Board policy currently allows no less than 45 days for institutions to comment on new academic program requests.
- There is a need to expedite the approval process for new certificate and A.A.S. degree programs to help the institutions to efficiently respond to business and industry needs.
- Board staff is confident that a two week comment period is sufficient to ensure that all interested institutions are given the opportunity to comment on new program proposals.
- Staff recommends approval of a 14 day comment period for proposed certificate and Associate of Applied Science degree programs at community colleges and technical colleges. The comment period will not begin until a new program proposal is submitted to board staff in its entirety.

Discussion followed:

- This policy applies only to the two-year institutions
- The changes consist of: changing from 45 days to 14 days for comments and requiring the program proposal be posted on the web
- The program proposals should be sent to board staff electronically
- The 14 day comment period could pose problems around holidays

Sheree Utash moved and Brian Inbody seconded the motion to recommend that this policy amendment be placed on the November 2008 System Council of Presidents' agenda recommending approval. Motion carried unanimously.

4. Other Business

There being no other business, Duane Nellis moved and Gary Miller seconded the motion to adjourn the meeting. Motion carried unanimously.

Meeting adjourned.

Council of Chief Academic Officers

**Wednesday, November 19, 2008
10:00 a.m. – 10:30 a.m.
Room 530
Reconvene Noon to 1 p.m.
Kathy Rupp Conference Room
Curtis State Office Building
1000 SW Jackson Street Suite 520
Kansas Board of Regents**

A G E N D A

- 1. Approve Minutes of October 15, 2008**
- 2. Act on New Program Requests**
 - a. KU – Request Approval of a Master of Art in African and African American Studies (05.0101) SECOND READING**
 - b. WSU – Request Approval of a Bachelor of Science in Health Science (51.0000) SECOND READING**
- 3. Act on Program Requests**
 - a. PSU - Master of Science in Special Education Teaching with New Emphasis – PreK-12 Adaptive and New Emphasis - K-12 Adaptive Functional (CIP: 13.1001)**
 - b. PSU - Requests Approval to Change the Name of Master of Science in Counseling (Community) to Master of Science in Counseling (Clinical Mental Health) (CIP 13.1101)**
 - c. PSU - Requests Approval to Transfer the International Studies Major and Minor from the Department of Social Sciences to the College of Arts and Sciences (CIP 30.9999)**
 - d. PSU - Collision Repair and Insurance Management (CRIM) within the Bachelors of Applied Science in Technology degree (BAS) (CIP 15.999)**
- 4. Approve Request to Create a School of Music and the School of Arts at the University of Kansas**
- 5. Proposal for MSEP Approval for the Engraving Arts Program at Emporia State University**
- 6. Tilford Conference Report**
- 7. Teacher Education Training Alignment Discussion**
- 8. Proposed Program Summary Table**
- 9. Meeting Format/Schedule**
- 10. Other Business**

MEETING DATES	AGENDA MATERIALS DUE	LUNCH ROTATION
September 17, 2008	August 27, 2008 at noon	WU
October 15, 2008	September 24, 2008 at noon	KUMC
November 19, 2008	October 29, 2008 at noon	KCIA
December 17, 2008	November 26, 2008 at noon	PSU
January 14, 2009	December 23, 2008 at noon	ESU
February 18, 2009 February 11, 2009	January 28, 2009 January 21, 2009 at noon	WSU
March 18, 2009	February 25, 2009 at noon	KU
April 15, 2009	March 25, 2009 at noon	FHSU
May 20, 2009	April 29, 2009 at noon	KSU
June 24, 2009	June 3, 2009 at noon	WU

Council of Chief Academic Officers

Wednesday, October 15, 2008

9:30 - 10:00 a.m.

Room 530

Reconvene Noon to 1 p.m.

Kathy Rupp Conference Room

Curtis State Office Building

1000 SW Jackson Street Suite 520

Kansas Board of Regents

MINUTES

The Council of Chief Academic Officers met in Room 530 of the Curtis State Office Building on October 15, 2008 at 9:30 a.m. and reconvened at noon in the Kathy Rupp Conference Room of the Kansas Board of Regents, 1000 SW Jackson, Topeka, Kansas, at noon.

Members Present:

Gary Miller, Provost, WSU Chair
Richard Lariviere, Provost, KU
Duane Nellis, Provost, KSU
Allen Rawitch, VCAA, KU Med Ctr
Gary Alexander, KBOR

Tes Mehring, VPAA, ESU
Larry Gould, Provost, FHSU
Steve Scott, Provost, PSU
Robin Bowen, VPAA, WU

Staff Present

Kathyrne Mueller, Roxanne Kelly, Jacqueline Johnson, Julene Miller, and Dawn Ressel

Approve Minutes of September 17, 2008

Steve Scott moved and Tes Mehring seconded the motion to approve the September 17, 2008 Minutes as submitted. Motion carried.

Policy Revision: Amend Chapter II, Section F. Faculty and Staff 3. Spoken English Language Competency of Faculty and Graduate Teaching Assistants (SPEAK/TSE)

Roxanne Kelly presented the policy revision with changes requested at the September 17, 2008 Council of Presidents and Council of Chief Academic Officers meetings as follows:

- The recent shift to the TOEFL iBT results in insufficient data on which to establish a reliable minimum score.
- Staff recommends amending the policy to allow board staff, in collaboration with COCAO, to establish a minimum test score on a regular basis until adequate data are available to include the specific minimum score in policy

Discussion followed:

- Each institution would be able to set the score either at the minimum score or higher
- There is a need for flexibility for the next few years
- A minimum score of 22 based on national average with a review in one year

Allen Rawitch moved and Tes Mehring seconded the motion to place the policy on the November Council of Presidents' agenda recommending approval. Motion carried unanimously.

Act on New Program Requests

- a. **KU – Request Approval of a Master of Art in African and African American Studies (05.0101) FIRST READING**
- b. **WSU – Request Approval of a Bachelor of Science in Health Science (51.0000) FIRST READING**

The above listed programs are on the agenda for first reading and will be on the November 2008 COCAO agenda for second reading. Send any comments and questions to the appropriate university provost/vice president for academic affairs and Roxanne Kelly, KBOR, prior to the November 2008 COCAO meeting.

Academic Reports

Staff presented the Academic Affairs Calendar of Reports. Due to several discrepancies with this calendar, a revised calendar of reports will be e-mailed to the members of the Council of Chief Academic Officers.

Report on the Tilford Conference, October 2-3, 2008 – Gary Miller

Gary Miller reported on this year's Tilford Conference as follows:

- It was a great conference
- Record crowd attended
- There were two great speakers
- All the universities were represented
- Groups met and made comments regarding diversity on their campuses
- Report will be provided when complete
- COCAO needs to consider: continuing the conference, if continued – the location, frequency, etc
- Perhaps universities could co-host conferences

COCAO agreed by consensus to wait for the report to decide on continuing the conference and the other items discussed.

Gary Miller will e-mail the planning committee regarding the universities suggestion to co-host the conference.

Other Business

Act on Program Request

ESU - Request Approval to Change the Name of the Department of Sociology and Anthropology to the Department of Sociology, Anthropology and Crime and Delinquency Studies

Tes Mehring distributed the above request to the Council. This is a name change that will provide more visibility to the degree programs (Sociology, Anthropology and Crime and Delinquency Studies) in this department.

Steve Scott moved and Richard Lariviere seconded the motion to approve the Emporia State University department name change. Motion carried unanimously.

COCAO recessed at 9:39 until noon.

Meeting reconvened at noon in the Kathy Rupp Conference Room.

Other Business

COCAO Agenda Items for the coming months

How is the Higher Education Act going to affect the universities from a system perspective? – Ask a speaker to come make a presentation.

Admissions Task Force Report

There will be a first reading at the Board Meeting today. Council members requested a copy of the report.

There being no other business, Duane Nellis moved and Tes Mehring seconded the motion to adjourn. Motion carried unanimously.

The meeting adjourned.

Sincerely,

Gary Miller, Chair,
Vice President for Academic Affairs,
Wichita State University
INSERT COCAO AGENDA

**COUNCIL OF FACULTY SENATE PRESIDENTS
(COFSP)**

**AGENDA
November 19, 2008**

11:00 a.m. – 12:00 p.m., and

4:00 p.m. or Adjournment – 5:00 p.m.

1. Call to Order
2. Approval of minutes from the October 15, 2008 meeting
3. University Reports:
 - A. Emporia State University
 - B. Fort Hays State University
 - C. Kansas State University
 - D. Kansas University
 - E. Kansas University Medical Center
 - F. Pittsburg State University
 - G. Wichita State University
4. New Business
 - A. Discussion of crisis management programs and training at each university
 - B. Discussion of Intellectual Property issues for faculty inventions and creative materials
 - C. Continued discussion of faculty recruitment and retention issues
 - D. Discussion of issues relating to off-campus and distance education faculty
 - E. Discussion of ideas for strategic planning
5. Announcements and As May Arise
6. Adjournment

**COUNCIL OF FACULTY SENATE PRESIDENTS
(COFSP)**

**MINUTES
October 15, 2008**

11:00 a.m. – 12:00 p.m.

4:00 p.m. or Adjournment

1. Call to Order: Chair Spurgeon called the meetings to order at 11 a.m. and 4 p.m.
2. Approval of minutes from the September 17, 2008 meeting: Approved by consensus.
3. University Reports:
 - A. Emporia State University
 - The Academic Affairs Committee is writing bills for several interim policies created by Central Administration so that these policies will become part of the University Policy Manual. Carry-over policies from previous years include a Mobile Computing Policy and a Clear Desk / Clear Screen Policy. Both relate to protected information, and the points of contention about the bill have involved finding appropriate definitions for what constitutes protected information (FERPA, HEPA, and other types), and what constitutes a “supervisory layer” of notification or approval. Both policies make the holder of information responsible for the information, but the nuances of how these might come into play are more difficult to ascertain. AAC is looking at a number of policies from other universities, and working with ESU General Counsel to write bills that will hold us procedurally in compliance with the law, while also remaining flexible enough to allow for ever-changing legal specifics. Information from other campuses about how these issues are addressed and what faculty’s concerns are would be of interest to ESU.
 - Academic Affairs is also writing bills to enact two interim policies that were created system-wide last year in response to Regents’ directive. The Weapons Policy parallels the Regents’ wording exactly, with addition of ESU-specific office for notification. The bill came for first reading on October 7. The Background Check policy will also need to become a bill this semester.
 - The Committee on Campus Governance is writing bills that will make small changes to the Faculty Senate Constitution and Bylaws. They are at work on several administrator reviews. These come up in 3-year cycles, such that every administrator on campus is reviewed every three years. The administrators submit an evaluation panel of names to the Faculty Senate Executive Committee for approval and suggestions, and the

evaluation panel also submits their evaluation instrument and process to FSEC for approval and suggestions.

- The Faculty Affairs Committee is writing a bill that will clarify the means by which ESU complies with Regents' policy regarding student evaluation of teaching. ESU's current policy includes seven points for norm-referencing and controlling for bias. A point of debate on campus was whether those points had been mandated by KBOR or created by us in response to KBOR. The latter appears to be the case. Thus, FAC will undertake revision and clarification of that policy. In addition, they hope to write a report that provides guidance to academic departments about how to become compliant with policy if there is a problem with norm-referencing or controlling for bias. Documentation of our current policy and the KBOR documents referenced in our research into the history of the issue can be found at:
<http://emporia.edu/facsen/EmporiaStateUniversity-FacultySenate.htm>

B. Fort Hays State University

- The faculty senate has been working very hard this year on instructional evaluation of teaching. This is an exciting time in that we can develop a meaningful and constructive evaluation system that aligns perfectly with the teaching philosophy on our campus. The Senate has just passed a policy statement [1] which mandates that teaching performance be regularly evaluated for instructional excellence. Forms of instructional evaluation must include student evaluations and may include peer, administrative, and self-evaluation. Also under consideration at the moment, as we move forward building our new system, are the exact questions to be applied universally across campus in the student evaluation. Since these questions are to be used consistently from year to year in order for norm referencing to be effective, they must be concise and accurately measure teaching performance. These proposed questions are currently under consideration in the standing committee University Affairs.
- The faculty has also had the opportunity to be reflective of what Fort Hays State University should represent as we are marketed to prospective students. We have had the opportunity to submit ideas and comments to the consulting agency concerning who we are at FHSU. As we move forward in reconsidering our "brand image" it is exciting to have this opportunity to shape who we are.

Reference

[1] Instructional Evaluation Policy Statement

Description: Policy statement as recommended by Faculty Senate at the regular senate meeting on October 06, 2008.

The mission of Fort Hays State University specifically identifies instruction as its primary role and the Kansas Board of Regents supports this through the following policy: "Each state university shall make available to faculty a ratings instrument for securing students ratings of instruction in all appropriate courses. The instrument must be norm-referenced and corrected for major sources of bias as demonstrated by research." There is a strong tradition of instructional quality at the university, which is created by diverse instructional techniques and evaluation. The entire university community assists in creating a positive education environment for students, but the primary responsibility ultimately rests with the faculty.

It shall be the policy of Fort Hays State University to ensure that teaching performance be regularly evaluated for instructional excellence. Forms of instructional evaluation must include qualitative and quantitative student ratings and may include peer, administrative, and self-evaluation. Instructional evaluation serves as critical information for effective faculty development and student learning. Responsibility for instructional evaluation ultimately rests with the Provost, and each department is charged with administering the evaluation. Instructional evaluation serves to foster and channel faculty development in the spirit of continuous improvement.

C. Kansas State University

The Kansas State University Faculty Senate is currently working on the following initiatives and tasks:

- Approved revised definition of Plagiarism
- Receiving Annual Reports from:
 - Honor and Integrity System
 - Ombudsperson
 - General Grievance Board
- Implementation of revised Course and Curriculum Approval Procedures
- Initiation of Consent Agenda items into meeting agendas to expedite meetings.
- Initiating a joint taskforce with Administration to define faculty workloads and compare with peer institutions.
- Review and approval of a new General Education plan.
- Continued review of 2008-2012 University Strategic Plan for final endorsement.
- Providing input to Presidential Search Committee.
- Recommending faculty name requests from Administration for various search committees, taskforces and working groups.
- On-going work on revisions to University Handbook Appendix G: General Grievance Board Policy and Hearing Procedures
- Implementation of new e-mail and calendar system (Zimbra) and upgrade of IT systems.

D. Kansas University

- The Faculty Senate Executive Committee (FacEx) received an update from the chair of the Standards and Policies for Promotion and Tenure (SPPT) committee. SPPT will begin shortly the task of reviewing the promotion and tenure procedures drafted by the various units of the university to ensure consistency with code. After the procedures of all the schools and departments have been approved, they will be reviewed on a three year rotation.
- The task force on the revision of the faculty handbook met with FacEx to report the status of the revisions. Since the new handbook will not contain any policies, those currently in the handbook will be rewritten and become part of the Faculty Senate Rules and Regulations or the Policy Library. The task force hopes to have a recommendation to FacEx by mid-January regarding updated policies that will need to be brought to the Faculty Senate for approval.
- It also identified a number of other matters that governance must address in the future. It was recommended that the Faculty Evaluation Policy and the Joint Appointments Policy should be relocated to the Policy Library.
- The task force on employee benefits has begun its work. At the first meeting number of issues was cited with particular interest in (1) the availability of assistance with payment of tuition/fees for employees and their families; (2) reviewing the varying rates of vacation accrual; (3) the lack of availability of benefits generally to domestic partners; and (4) the timing of availability of health care coverage for new employees and their dependents (the issue of the mandated waiting period) and the lack of such coverage for dependents of graduate assistants.

E. Kansas University Medical Center

- At the September 29th meeting of the Faculty Assembly Steering Committee, we elected a Chair and Chair-Elect. The Chair will serve this year, and the Chair-Elect will take office at the end of this academic year. The persons elected were Susan Carlson and Karen Wambach, respectively. Both plan to attend the October 15th meeting and Karen will attend the breakfast with the Board of Regents on Thursday, October 16.
- At that meeting, the Steering Committee request that the Chair meet with the Executive Vice Chancellor to reinstitute a direct communication between representatives elected by the faculty and the EVC and to request that we move forward to achieve what we consider true faculty representation on committees that deal with issues and policies that affect faculty. The EVC has agreed to meet monthly with the Chair and Chair-Elect.

The following points were mentioned in the meeting:

1. The EVC was reassured that faculty members elected to represent the faculty assembly are committed to doing their part to work with administration toward shared goals and responsibilities.
2. I mentioned the desire of the FASC for elected faculty members to be utilized as a resource for discussion of issues and policies that involve faculty; and to be the group that administration and faculty use for communication to and from the faculty, respectively.
3. The intent was to ascertain her willingness to foster this (#2) going forward by working with us to achieve some specific actions we feel would enhance communication and cooperation between the faculty and administration. These were:
 - a. Monthly meetings between the EVC and the elected officers(Chair Carlson and Chair-elect Wambach) of the Faculty Assembly as an opportunity for the EVC to share needs of the administration on issues and policies that influence faculty and to receive any communication/concerns from the Faculty Assembly. [she agreed]
 - b. FASC to be utilized to achieve faculty representation on committees making decisions on all issues and policies that affect faculty [this is tied to c]
 - c. Appointment by the EVC of an individual to identify committees that make decisions on issues and policies that affect faculty but that do not have representation elected by the faculty or appointed by elected representatives of the Faculty Assembly [the EVC requested that Dr. Allen Rawich identify such committees and the faculty members on them as well as how the faculty members were chosen]
 - d. Permission to identify faculty representation for such committees (c) who would be accountable to the Faculty Assembly for decisions and communication [this is the next step after we have the information being gathered in c].

F. Pittsburg State University

The Pittsburg State University Faculty Senate Executive Committee and Faculty Senate met for the first time this semester. Issues that they have concerned themselves with include:

- Working with the new PSU Center for Teaching, Learning, and Technology in hosting webinars for faculty development . Currently,

there are two webinars to be held on October 10th covering copyright and fair use of copyrighted materials. The webinars will be held at Hughes Hall and the Kansas Technology Center.

- Concerns have recently been raised in the Faculty Affairs Committee regarding how to allocate travel funds, summer enhancement grants, and sabbatical based on faculty member's contribution to the presentation or application for sabbatical and summer enhancement grants.
- Concerns were also discussed regarding the use of the SPTE in faculty evaluations.
- The PSU Crisis Team Committee has continued to meet and develop crisis plans for a variety of situations. The Crisis Team Committee plans to meet with individual faculty members regarding the contents of various crisis plans as faculty may be considered "first responders" within their buildings.
- The Senate Executive Committee reviewed and made suggestions as to potential candidates for Dr. Bryant's replacement search committee.
- Continuing to fill committee vacancies. All Committee Chairs have been appointed and are now meeting.
- After discussion with other Faculty Senate Presidents, we have invited a Student Senate and Classified Senate representative to attend the faculty senate meetings to discuss concerns of these bodies.

G. Wichita State University

- The WSU Faculty Senate approved the new Bachelor of Health Sciences degree at the September 22 meeting. That degree proposal will be voted on at the Regents' October meeting.
- Two proposed policy changes were also on the agenda for that meeting for a first reading. Changes to the sexual harassment policy were proposed to clarify reporting procedures for harassment by students, and to address more specifically communications by email, texting, and other media. In addition, the Tenure & Promotion Committee proposed a change to the T & P policy to make external reviews mandatory for tenure decisions. Both of these proposals will receive a second reading at the October 13 senate meeting.

4. New Business

- A. Discussion of faculty retention issues
- COFSP members shared issues that have been of importance to faculty on their campuses and that would be attractions to recruiting and retaining faculty. These items were discussed in terms of their campus-specificity or system-wide impact, as well as relevance

to the Board's role. The issues were prioritized to a list of five in preparation for meeting with the Board.

- B. Discussion of topics for the October 18 breakfast with the Regents
Three areas of interest were identified for potential discussion with the Board:
1. Five Strategic Questions: COFSP affirms and supports the work of our predecessors in asserting the value of a liberal education as part of the Board's Five Strategic Questions and agenda-setting for higher education. The committee hopes to be able to give information to the Board to help them to make the case for asserting to the Legislature the value of liberal arts education. The committee also hopes the Board can provide information on ways that COFSP can help them to better quantify some of the value of liberal arts education.
 2. Strategic Planning and Representation: Members of the committee share an overall interest in strategic planning in Kansas. COFSP has an interest in seeing a strong faculty voice and representation in conversations with all levels of educational administration and industry in determining and shaping what a college degree looks like.
 3. Recruitment and Retention: COFSP is grateful for the Board's support and continued interest in addressing salary issues. Salary remains a crucial piece of the larger issue of recruiting and retaining high quality faculty in Kansas. The committee identified some non-salary issues that also relate to the topic of retention. Several of these are items that were already on the committee's agenda before the budget crisis. Some of these recruiting issues are more global; some are more local. Some are more of a cost item than others. COFSP members have begun the process, which is ongoing, of talking on their respective campuses about these issues. In discussion, five items were identified as important attractions for recruitment and retention of faculty:
 - Tuition waivers: Some universities have tuition assistance programs, but pursuant to regents' policy and statutes, all courses taken by faculty dependents through these programs must receive dollars from a university funding source. This is a significant obstacle, and it would be very helpful to have true tuition waivers. There are still logistics to be worked out, such as how many semesters would be involved, the possibility of system-wide reciprocity. This was identified as the feature that would have the most immediate and significant impact on faculty recruitment and retention.
 - Support for ongoing research and professional development.
 - Maintaining commitments to technological currency as well as support for training and workshops to help faculty maintain their currency with new technologies.
 - Support for academic freedom: Discussion on this point centered around support for maintaining faculty power over curriculum and instruction, as both resources and decision-makers about curricula.
 - Spousal opportunities and domestic partner benefits.

5. Announcements and As May Arise

It was agreed that COFSP members would continue to discuss ways to gather information about recruitment and retention challenges on their respective campuses and to talk with their colleagues about ways to document these challenges that are quantifiable rather than anecdotal.

6. Adjournment: Chair Spurgeon adjourned the meetings at 12:00 p.m. and 4:30 p.m.

Students' Advisory Committee to the Kansas Board of Regents

**Meeting Agenda
November 19, 2008
4:00 p.m. or Adjournment
Topeka, KS**

- I. Introductions
-Legislative Directors Discuss Higher Ed. Day
- II. Approval of Minutes
- III. University Reports
 - a. Emporia State University
 - b. Fort Hays State University
 - c. Kansas State University
 - d. University of Kansas
 - e. Pittsburg State University
 - f. Wichita State University
- IV. Old Business
- V. New Business
-discuss ideas for SAC interaction with KBOR
- VI. Announcements
- VII. Adjournment

Students' Advisory Committee to the Kansas Board of Regents

Meeting Agenda October 15, 2008 4:00 p.m. or Adjournment Topeka, KS

Meeting Called to Order by President Peele at 3:55pm

- I. Introductions
 - a. Presentation from KS Corps – Chantelle Arnold (FHSU)
 - b. Amy Schultz- K-State Senate Chair
- II. Approval of Minutes
Moved President Penner, seconded President Hughes
- III. University Reports
 - c. Emporia State University- *KBOR traveled to Emporia for the Higher Education Forum. Voter Registration drives on campus. Election regulation reform. A new allocation for individual funding has been established. Starting “Healthy Kansas” campaign. “Desert Discussion” for local candidates and students. Discussion about other Universities Safe Ride programs.*
 - d. Fort Hays State University- *Lemonade Stand was well received by campus. Regents traveled to FHSU last month. Several candidate forums. Proposed Athletic Fee increase. Advanced voting drive next week on campus.*
 - e. Kansas State University- *Presidential Search Committee is ongoing. Recreation Center expansion is awaiting architect contract. K-State is hosting the Big 12 Conference for student leaders. President Peele met with Chair Shank about student representation on SAC. Suggest researching other states and their policies. Voter Registration drives on campus.*
 - f. University of Kansas- *N/A*
 - g. Pittsburg State University- *Senator had to resign because of part time student status. Voter registration drives. Discussion about absentee balloting and state policies. Legislative awareness activities on campus. Presidential search committee has been appointed but has not yet met.*
 - h. Wichita State University- *President Gearhart has been working on renewing WSU’s business discount program. Worked with the Student Savings Club and Pat Morearti. It’s a great system that only cost \$1,500 a year and the SGA is able to pick the businesses. WSU SGA helped put on a leadership forum on campus that all the student organizations participated in. WSU is considering doing away with allowing Visa Credit Cards as a means of payment for tuition and fees.*
- IV. Old Business
- V. New Business
 - i. Legislative Directors Discuss Higher Ed. Day- *Tabled until next meeting*
 - j. Sustainability- *More in depth discussion about what sustainability means other than facilities. Discussion of creating a new committee encompassing all aspects of sustainability.*

VI. Announcements

VII. Adjournment

Moved President Blaufuss, seconded President Penner

Meeting adjourned 5:06pm

KANSAS BOARD OF REGENTS MEETING DATES AND DEADLINES FOR SUBMISSION OF AGENDA ITEMS FY 2009 – 2010
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FY 2009

Board of Regents Meeting Dates	Agenda Material Due to Board Office
August 19-21, 2008 Retreat	
September 17-18, 2008 (Topeka)	Wednesday, August 27, 2008 at noon
October 15-16, 2008 (Topeka)	Wednesday, September 24, 2008 at noon
November 19-20, 2008 (Topeka)	Wednesday, October 29, 2008 at noon
December 17-18, 2008 (Topeka)	Wednesday, November 26, 2008 at noon
January 14-15, 2009 (Topeka)	Tuesday, December 23, 2008 at noon
February 11-12, 2009 (Topeka)	Wednesday, January 21, 2009 at noon
March 11-12, 2009 (Topeka)	Wednesday, February 18, 2009 at noon
April 15-16, 2009 (Topeka)	Wednesday, March 25, 2009 at noon
May 20-21, 2009 (Topeka)	Wednesday, April 29, 2009 at noon
June 24-25, 2009 (Topeka)	Wednesday, June 3, 2009 at noon

FY 2010

Board of Regents Meeting Dates

August 25-27, 2009 Retreat
September 16-17, 2009 (Topeka)
October 14-15, 2009 (Topeka)
November 18-19, 2009 (Topeka)
December 16-17, 2009 (Topeka)
January 20-21, 2010 (Topeka)
February 17-18, 2010 (Topeka)
March 24-25, 2010 (Topeka)
April 21-22, 2010 (Topeka)
May 19-20, 2010 (Topeka)
June 23-24, 2010 (Topeka)

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Jill Docking, Vice Chair

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