MAY 18-19, 2016
Kansas Board of Regents
Curtis State Office Building
1000 SW Jackson, Suite 520
Topeka, KS 66612

2015-2016
Shane Bangerter, Chair
Zoe Newton, Vice Chair

KANSAS BOARD OF REGENT MEMBERS:

Joe Bain
Bill Feuerborn
Zoe Newton

Shane Bangerter
Dennis Mullin
Daniel Thomas

Ann Brandau-Murguia
Dave Murfin
Helen Van Etten

FORESIGHT 2020
A Strategic Agenda for the State’s Public Higher Education System

1. Increase higher education attainment among Kansas citizens
2. Improve alignment of the state’s higher education system with the needs of the economy
3. Ensure state university excellence
FORESIGHT 2020
A 10-Year Strategic Agenda for the State’s Public Higher Education System

Foresight 2020 is a 10-year strategic agenda for the state’s public higher education system. Originally adopted by the Kansas Board of Regents in 2010, updated in 2012, and modified in 2015, the plan sets long-range achievement goals that are measurable, reportable, and ensure the state’s higher education system meets Kansans’ expectations. Find each year’s progress report at: kansasregents.org/foresight_2020.

INCREASE HIGHER EDUCATION ATTAINMENT

Aspirations
★ Increase to 60 percent the number of Kansas adults who have earned a certificate, associate or bachelor’s degree by 2020.
★ Achieve a ten percentage point increase in retention and graduation rates by 2020.

Measures
★ Number of certificates and degrees awarded by universities, community and technical colleges
★ Attainment Model progress
★ Graduation rates: 4/5/6-year rates for universities and 2/3/4-year rates for community and technical colleges
★ First to second year retention rates at universities, community and technical colleges
★ Student Success Index rates
★ Comparison of state demographics with higher education participation levels, including race/ethnicity, Pell Grant eligibility, and age
★ Comparison of postsecondary attainment in Kansas to the nation, by age groups
★ Adult Education: participation, percent served among working-age adults in Kansas without a high school diploma or its equivalent, and percent transitioning to postsecondary within 3 years of enrollment
★ Number of adults with college credit but no certificate or degree who are returning to complete a certificate, associate/bachelor degree
★ Seamless Transition: total number of courses approved for guaranteed transfer and number of Reverse Transfer degrees awarded systemwide

IMPROVE ECONOMIC ALIGNMENT

Aspirations
★ Respond to business and industry expectations for graduates and ensure all technical programs meet expectations of quality.
★ Reduce workforce shortages in select high-demand fields by increasing the number of certificates and degrees awarded, including in science, technology, engineering, and mathematics (STEM) fields.

Measures
★ Percent of graduates employed and average wages in Kansas, by award level
★ Number of certificates and degrees awarded in selected high-demand fields, and progress made on special state initiatives
★ Summary findings from latest K-TIP Report, providing systemwide analysis of all approved postsecondary CTE programs, by program
★ Percent of certificates/degrees awarded in STEM fields
★ Student performance on assessments tracking industry-requested “Foundational Skills” –
   1. Mathematics/Analytical Reasoning
   2. Written and Oral Communication
   3. Critical Thinking/Problem Solving

ENSURE STATE UNIVERSITY EXCELLENCE

Aspiration
★ Improve regional and national reputations of state universities.

Measures
★ Comparison to peers for each of the six state universities on established metrics
★ Private giving to universities
★ Total research dollars awarded, highlighting federal research dollars (as percent of total) and specific industry support secured
★ University Excellence Profile: select rankings, Composite Financial Index, and assessment of economic impact
1. The Board will develop policy to address concealed carry and open carry laws on state university campuses in Kansas, in advance of the July 1, 2017 expiration of the legal exemption now in place.

2. The Board will study current campus Title IX practices, policies, and procedures and develop a Board policy to add uniformity to current university practices, policies, and procedures.

3. The Board will further the implementation of Credit for Prior Learning in Kansas, with an emphasis on serving active and veteran service members and their families.

4. The Board will explore and identify which are the best strategies to attract Kansans with some college but no degree back to higher education to complete a certificate or degree.

5. The Board will identify strategies for university and college engagement with business and industry with the purpose to increase economic prosperity for Kansans. The strategies will have a national and global reach and focus on innovation and talent development to keep Kansas business competitive.

6. The Board will review current collaborative efforts between institutions and determine if there are other areas where efficiencies can be implemented.

In addition, multi-year Board goals from the previous academic year will be continued.
KANSAS BOARD OF REGENTS ACADEMIC AFFAIRS STANDING COMMITTEE
2015-2016 AGENDA TOPICS

BAASC 15-01: Developmental education: high school course pilot; differentiated math pathways; assessment scores for placement in remedial/credit-bearing courses; co-requisite remediation – Completed

BAASC 15-02: General education transfer policy: Appoint committee to review KBOR’s general education transfer credit policy – Completed

BAASC 15-03: Credit for Prior Learning (CPL): Work with campuses to maintain and expand use of CPL, with emphasis on military credit – Completed

BAASC 15-04: State Authorization Reciprocity Agreement (SARA): Assess the impact of SARA, for which KBOR is the Kansas State Authorization Portal

BAASC 15-05: Qualified Admissions (QA): Monitor the impact of new QA requirements now in effect

KANSAS BOARD OF REGENTS GOVERNANCE COMMITTEE
2015-2016 AGENDA TOPICS

GOV 15-01 Review Committee Charter and adopt agenda/schedule for the year – Completed

GOV 15-02 Review Board Member COI disclosures and make recommendations to address any actual or perceived conflicts – Completed

GOV 15-03 Consider Board discussion topics for the year – Completed

GOV 15-04 Consider next steps for developing weapons policy – Completed

GOV 15-05 Receive university annual campus security reports – Completed

GOV 15-06 Review CEO assessment process

GOV 15-07 Review proposed revisions to policies as they arise

GOV 15-08 Review proposed regulation amendments as they arise

GOV 15-09 Review new board member orientation process

GOV 15-10 Recommend CEO monetary compensation for FY17

GOV 15-11 Discuss next steps toward developing a policy, as needed, for consistency in handling Title IX complaints – Completed
KANSAS BOARD OF REGENTS FISCAL AFFAIRS AND AUDIT STANDING COMMITTEE
2015-2016 AGENDA TOPICS

FAA 15-01  Review and Adopt Committee Organization, Agenda, and Work Plan – Completed
FAA 15-02  Finalize Revisions to Higher Education Unified Appropriations Request for 2016 Legislative Session – Completed
FAA 15-03  Review FY 2017 KBOR Office Operating Budget – Completed
FAA 15-04  Staff Overview of the Board’s Tuition Setting Process and Discussion of Expectations – Completed
FAA 15-05  Staff Overview of Board’s Capital Budgeting Process – Completed
FAA 15-06  Receive Accountability Report on Major State Investments – Completed
FAA 15-07  Receive Internal Audit Plans and Meet with State University Internal Auditors – Completed
FAA 15-08  Review State Universities’ Annual Financial Reports, including Key Financial Statistics and Ratios and Current Year Spending to Budget – Completed
FAA 15-09  Receive Ten-Year Debt Capacity Plans for Each of the State Universities and Assessment from KDFA of Debt Affordability – Completed
FAA 15-10  Review and Approve Capital Improvement Requests and Five-year Capital Improvement Plans to be Forwarded to the Board (Board Approves in May)
FAA 15-11  Review and approve Johnson County Educational Research Triangle (JCERT) Budgets (KU, KUMC, KSU) – Completed
FAA 15-12  Develop Unified State Appropriation Request for 2017 Session (FY 2018 and FY 2019)
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MEETING INFORMATION AND SCHEDULE

Unless noted, all meetings take place at the Curtis State Office Building (CSOB) at 1000 SW Jackson, Suite 520, Topeka, Kansas, 66612 in the meeting room indicated. Addresses for offsite meetings can be obtained by contacting the Kansas Board of Regents office at 785-296-3421.

### Wednesday, May 18, 2016

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<td>8:30 am - 9:15 am</td>
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<td>Fiscal Affairs &amp; Audit Standing Committee</td>
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<td>Academic Affairs Standing Committee</td>
<td>Kathy Rupp Room</td>
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<td>System Council of Presidents</td>
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<td>Lunch Council of Chief Academic Officers</td>
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<td>5:30 pm</td>
<td>Reception Board of Regents and President Flanders</td>
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MEETING AGENDA

The Kansas Board of Regents will meet in the Board Room located in the Curtis State Office Building at 1000 SW Jackson, Suite 520, Topeka, Kansas, 66612.

Wednesday, May 18, 2016

I. Call To Order
   A. Approve Minutes
      April 8, 2016 Special Meeting
      April 14, 2016 Special Meeting
      April 15, 2016 Special Meeting
      April 20, 2016 Regular Meeting
      May 2, 2016 Special Meeting

II. Introductions and Reports
   A. Introductions
   B. Report from the Chair
   C. Report from the President & CEO
      Blake Flanders, President & CEO
   D. Report from Council of Presidents
      President Martin
   E. Report from Council of Faculty Senate Presidents
      Lorie Cook Benjamin
   F. Report from Students’ Advisory Committee
      Jessie Pringle

III. Standing Committee Reports
   A. Academic Affairs
   B. Fiscal Affairs & Audit
   C. Governance

IV. Approval of Consent Agenda
   A. Academic Affairs
      1. Act on Request for Approval for Degree and Certificate Programs for Wichita Area Technical College
         Rita Johnson, VP, Workforce Development
      B. Retirement Plan
         1. Appoint Retirement Plan Committee Members
            Madi Vannaman, Staff Affiliate

V. Consideration of Discussion Agenda
   A. Other Matters
      1. Receive Legislative Update
         Matt Casey, Director, Government Relations

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**Agenda**

**B. Fiscal Affairs & Audit**

1. Receive Presentation and Discuss University Tuition and Fee Proposals for FY 2017 (First Reading)
   - Wichita State University
   - Pittsburg State University
   - University of Kansas
   - Fort Hays State University
   - Kansas State University
   - Emporia State University

2. Approve the Johnson County Research Triangle (JCERT) FY 2017 Budgets – KU and KSU

3. Amend FY 2016 Capital Improvement Plan and Approve Architectural Program Statement for Construction of Addition to Kelce College of Business Facility – PSU

4. Amend FY 2016 Capital Improvement Plan and Approve Architectural Program Statement for Rehabilitation on Templin Residence Hall – KU

5. Amend FY 2016 Capital Improvement Plan and Approve Architectural Program Statement to Renovate Trotter Hall – KSU

6. Receive and Discuss Capital Improvement Requests for FY 2018 and Five-Year Plans – University System

7. Approve Amended Memorandum of Agreement Between the University of Kansas Laborers’ International Union of North America (LiUNA), Public Service Employees Local Union 1290PE, Representing Lawrence and Edward Campus’ Service and Maintenance Workers – KU

8. Approve Amended Memorandum of Agreement Between the University of Kansas Lawrence Campus and Kansas University Police Officers Association, Representing Lawrence Campus Police and Safety and Security Officers, and Edward Campus Safety and Security Officers – KU

9. Approve Amended Memorandum of Agreement Between the University of Kansas Medical Center and the University of Kansas Medical Center Chapter of Fraternal Order of Police (FOP) – KU
C. Governance
1. Act on Proposed Amendments to the Board’s Leave Policy
   Regent Bangerter
   Elaine Frisbie
   VP, Finance & Administration
   p. 43

2. Act on Proposed Policy Creating the Working Group of Title IX Coordinators
   Theresa Schwartz,
   Associate General Counsel
   p. 49

VI. Executive Session
Board of Regents – Personnel Matter Relating to Non-Elected Personnel

Thursday, May 19, 2016

VII. Introductions and Reports
A. Introductions
B. Report from System Council of Presidents
   President Inbody

VIII. Consideration of Discussion Agenda
A. Presentations
   1. Receive Report on Board Goal Four: Identify Best Strategies to Attract Kansans with Some College but No Degree
      Gary Alexander,
      VP, Academic Affairs
      p. 51

   2. Receive Update on Military Articulation Initiative
      Connie Beene,
      Director, Federal Initiatives for Technical Education;
      Karla Wiscombe,
      Associate Director, Academic Affairs
      p. 55

B. Academic Affairs
   1. Act on Proposed Credit for Prior Learning (CPL) Policy
      Regent Van Etten
      Gary Alexander,
      VP, Academic Affairs
      p. 56

C. Other Matters
   1. Initial Discussion of the Board’s Unified Budget Request Preparations
      Elaine Frisbie
      VP, Finance & Administration
      p. 58

   2. Elect FY 2017 Board Chair and Vice Chair
      Regent Bangerter
      p. 61

IX. Executive Session
Board of Regents – Personnel Matter Relating to Non-Elected Personnel

X. Adjournment
MINUTES OF PREVIOUS MEETING(S)

I. Call To Order

  A. Approve Minutes

REGENT BANGERTER, Chair

KANSAS BOARD OF REGENTS
MINUTES OF SPECIAL MEETING
April 8, 2016

The Kansas Board of Regents met by telephone conference call on Friday, April 8, 2016. Chair Shane Bangerter called the meeting to order at 12:01 p.m. Proper notice was given according to law.

MEMBERS PRESENT:
Shane Bangerter, Chair
Zoe Newton, Vice Chair
Joe Bain
Ann Brandau-Murguia
Bill Feuerborn
Dave Murfin
Dennis Mullin
Daniel Thomas

MEMBERS ABSENT:
Helen Van Etten

EXECUTIVE SESSION
At 12:02 p.m., Regent Newton moved, followed by the second of Regent Mullin, to recess into executive session for 30 minutes to discuss personnel matters of non-elected personnel. Participating in the executive session were members of the Board and President Flanders. At 12:32 p.m., the meeting returned to open session.

ADJOURNMENT
The Chair adjourned the meeting at 12:33 p.m.

__________________________________  __________________________________
Blake Flanders, President and CEO   Shane Bangerter, Chair
KANSAS BOARD OF REGENTS  
MINUTES OF SPECIAL MEETING  
April 14, 2016

The Kansas Board of Regents met by telephone conference call on Thursday, April 14, 2016. Chair Shane Bangerter called the meeting to order at 12:01 p.m. Proper notice was given according to law.

MEMBERS PRESENT:  Shane Bangerter, Chair  
Zoe Newton, Vice Chair  
Joe Bain  
Ann Brandau-Murguia  
Bill Feuerborn  
Dave Murfin  
Dennis Mullin  
Daniel Thomas

MEMBERS ABSENT:  Helen Van Etten

EXECUTIVE SESSION
At 12:02 p.m., Regent Newton moved, followed by the second of Regent Mullin, to recess into executive session for 30 minutes to discuss personnel matters of non-elected personnel. Participating in the executive session were members of the Board and President Flanders. At 12:32 p.m., the meeting returned to open session.

ADJOURNMENT
The Chair adjourned the meeting at 12:33 p.m.

_________________________  ________________________
Blake Flanders, President and CEO   Shane Bangerter, Chair
KANSAS BOARD OF REGENTS
MINUTES OF SPECIAL MEETING
April 15, 2016

The Kansas Board of Regents met by telephone conference call on Friday, April 15, 2016. Chair Shane Bangerter called the meeting to order at 12:03 p.m. Proper notice was given according to law.

MEMBERS PRESENT: Shane Bangerter, Chair
Zoe Newton, Vice Chair
Joe Bain
Ann Brandau-Murguia
Bill Feuerborn
Dennis Mullin
Daniel Thomas
Helen Van Etten

MEMBERS ABSENT: Dave Murfin

EXECUTIVE SESSION
At 12:04 p.m., Regent Newton moved, followed by the second of Regent Thomas, to recess into executive session for 20 minutes to discuss personnel matters of non-elected personnel. Participating in the executive session were members of the Board and President Flanders. At 12:24 p.m., the meeting returned to open session. Regent Newton moved to extend 10 minutes. Following the second of Regent Bain, the motion carried. At 12:34 p.m., the meeting returned to open session. Regent Newton moved to extend 10 minutes, and Regent Feuerborn seconded. The motion carried. At 12:44 p.m., the meeting returned to open session.

ADJOURNMENT
At 12:44 p.m., Regent Murguia moved to adjourn. Regent Mullin seconded, and the motion carried.

__________________________  __________________________
Blake Flanders, President and CEO   Shane Bangerter, Chair
MINUTES
April 20, 2016

The April 20, 2016, meeting of the Kansas Board of Regents was called to order by Chair Shane Bangerter at 1:34 p.m. The meeting was held in the Alumni Center located on the Kansas State University campus, 1720 Anderson Avenue, Manhattan, Kansas. Proper notice was given according to law.

MEMBERS PRESENT: Shane Bangerter, Chair
Zoe Newton, Vice Chair
Joe Bain
Ann Brandau-Murguia
Bill Feuerborn
Dennis Mullin
Dave Murfin
Daniel Thomas

MEMBER ABSENT: Helen Van Etten

WELCOME
Chair Bangerter thanked Kansas State University for hosting the Board meeting this month. He also on behalf of the Board thanked President Schulz for his leadership at Kansas State University.

INTRODUCTIONS
Chancellor Gray-Little introduced the University of Kansas’ new Student Body President, Stephonn Alcorn.

APPROVAL OF MINUTES
Regent Newton moved that the minutes of the March 23, 2016 regular meeting and the March 28, 2016 special meeting be approved. Following the second of Regent Feuerborn, the motion carried.

GENERAL REPORTS

REPORT FROM CHAIR
Chair Bangerter reported he attended the Fort Hays State University lecture series featuring Apollo 13 astronauts, James Lovell and Fred Haise, and Mission Control flight director, Gene Kranz. The three spoke about the Apollo 13 mission. Additionally, the Chair reported that the Board has appointed Regent Mullin as the chair of the Kansas State University Presidential Search Committee.

REPORT FROM PRESIDENT AND CEO
President Flanders reported the Legislature’s efficiency review included the state universities, community colleges, and technical colleges. Within the review, the University of Kansas was cited as using an excellent contract lifecycle management product and as a result, the procurement officers from the universities and community and technical colleges met to discuss best practices. He noted this is a good example of collaborative efforts between institutions within the system.

REPORT FROM SYSTEM COUNCIL OF PRESIDENTS
President Inbody presented the System Council of Presidents’ report. The Council received an update from the System Council of Chief Academic Officers regarding credit for prior learning and reverse transfer. Additionally, the System Council of Presidents discussed service areas. The Council reviewed the Board’s current service area policy and decided to form a working group comprised of institutions in South Central Kansas. This group will
discuss concerns regarding service areas for that region. The group will then present any resulting policy recommendations to the System Council of Presidents.

REPORT FROM COUNCIL OF PRESIDENTS
President Martin presented the Council of Presidents’ report. The Council received reports from the Council of Chief Academic Officers, the Council of Business Officers, the Council of Government Relations Officers, the Council of Student Affairs Officers, the Regents Information Technology Committee, and the University Support Staff Council. Additionally, the Council discussed the closure of Wright Career College.

REPORT FROM COUNCIL OF FACULTY SENATE PRESIDENTS
The report for Council of Faculty Senate Presidents was presented by Lorie Cook Benjamin. The Council met with the newly elected and past faculty senate presidents. The group discussed current legislation regarding the award of credit hours based on CLEP test results (SB 388) and the progress on the campus level concealed carry policies. The group also expressed concerns over the recent budget cuts to higher education.

REPORT FROM STUDENTS’ ADVISORY COMMITTEE
Jessie Pringle presented the Students’ Advisory Committee report. The Committee met with the newly elected student body presidents and discussed their goals for the upcoming year. The Committee also discussed the progress on the campus level concealed carry policies and expressed concerns regarding Senate Bill 513 – creating the student physical privacy act.

STANDING COMMITTEE AND OTHER REPORTS

ACADEMIC AFFAIRS
Regent Newton reported the Board Academic Affairs Standing Committee met by conference call to review the academic items on the Board agenda.

FISCAL AFFAIRS AND AUDIT
Regent Feuerborn presented the Board Fiscal Affairs and Audit Standing Committee report. The Committee reviewed the Johnson County Education Research Triangle budgets for the University of Kansas Edwards campus, the University of Kansas Medical Center, and Kansas State University – Olathe campus. The Committee discussed university tuition proposals and adopted the internal audit procedures on external funds, which will provide uniform procedures across the university system.

GOVERNANCE
Regent Bangerter presented the Governance Committee report. The Committee approved the FAQs regarding concealed carry on university campuses. He noted this document should assist the universities as they develop their campus level policies. Additionally, the Committee approved the Working Group of Title IX Coordinators policy, the Credit for Prior Learning policy, and the amendments to the leave policy. These will be forwarded to the Board for consideration.

APPROVAL OF CONSENT AGENDA
Regent Murguia moved, with the second of Regent Feuerborn, that the Consent Agenda be approved. The motion carried.

Academic Affairs

NEW CERTIFICATE OF APPROVAL WITH DEGREE GRANTING AUTHORITY
Saint Leo University received approval for a new Certificate of Approval to operate in Kansas with degree granting authority. The following programs will be offered online:
May 18-19, 2016  Minutes of Previous Meetings

- Associate of Arts in Criminal Justice
- Associate of Arts in Information Technology
- Bachelor of Arts in Accounting
- Bachelor of Arts in Business Administration
- Bachelor of Arts in Criminal Justice
- Master of Arts in Theology
- Master of Business Administration
- Master of Science in Criminal Justice
- Master of Science in Instructional Design

BACHELOR OF ARTS/BACHELOR OF GENERAL STUDIES IN LAW AND SOCIETY – KU
The University of Kansas received approval to offer a Bachelor of Arts/Bachelor of General Studies in Law and Society. Tuition and fees will cover the cost of the program.

PROFESSIONAL SCIENCE MASTER IN APPLIED SCIENCE AND TECHNOLOGY – KSU
Kansas State University received approval to offer a Professional Science Master in Applied Science and Technology at the K-State Olathe Campus. The cost of the program will be covered with tuition and fees.

CERTIFICATE PROGRAMS AT COWLEY COMMUNITY COLLEGE
Cowley Community College received approval to offer a Technical Certificate A (25 credit hours) in Fire Science (43.0203). The College estimates the initial cost to deliver the program is $8,360.

Cowley Community College also received approval to offer a Technical Certificate B (35 credit hours) for Milling (01.0401). The estimated cost to deliver the program is $16,675.

Retirement Plan

FUND INVESTMENT LINE-UP CHANGES IN THE BOARD’S MANDATORY RETIREMENT PLAN
The Board approved the following changes to the Board’s Mandatory Retirement Plan line-up: 1) add the TIAA-CREF Lifecycle 2055 and 2060 Funds to the suite of Lifecycle Funds and in the future automatically add future Life Cycle Funds to the suite as they become available; 2) add the Vanguard Target Retirement 2055 and 2060 Fund Investor Class Funds into the Voya Target Date Funds suite and in the future automatically add future Vanguard Target Date Funds to the suite as they become available; and 3) replace the Voya VY Baron Growth Fund with the Voya Small Cap Opportunities Fund and map the assets to the Voya Small Cap Opportunities Fund.

Fiscal Affairs

UPDATED LEGAL PROPERTY DESCRIPTION FOR THE BALDWIN WOOD FOREST LEGACY PROJECT – KU
The Board approved the updated legal property description for the Baldwin Wood Forest Legacy Project. The corrected description is as follows:

Tract I:
A tract of land in the South half of Section 21, Township 14 South, Range 20 East of the 6th P.M., Douglas County, Kansas, described as follows:
Beginning at the Southeast corner of the Southwest Quarter of said Section 21, being Corner 18, marked by a ½” rebar; thence North 89° 37’ 57” West 401.16 feet along the South line of the Southwest Quarter of said Section 21 to Corner 17, marked by a ½” rebar; thence North 00° 05’ 25” East 1622.91 feet to the South line of the Howard H. Hemphill tract recorded in Book 374, Page 743 in the Douglas County Register of Deeds Office and Corner 16, marked by a 1/2” rebar; thence South 89° 59’ 20” East 401.45 feet to the East line of the Southwest Quarter of said Section 21 and Corner 19, marked by a ½” rebar; thence South 00° 04’ 26” West 298.21 feet to the Northwest corner of the Southwest Quarter of the Southeast Quarter of said Section 21 and Corner 20, marked by a 1/2” rebar; thence South 89° 51’ 10” East 1329.26 feet to the Northeast corner of the Southwest Quarter of the Southeast Quarter of said Section 21 and Corner 21, marked by a 5/8” rebar; thence North 00° 03’ 33” West 1324.22 feet to the Southeast corner of the Southwest quarter of the Southeast Quarter of said Section 21 and Corner 22, marked by a 5/8” rebar; thence North 89° 58’ 51” West 1330.35 feet to the point of beginning, corresponding to Tract Area on Boundary Survey Section 21, T14S, R20E, 6th P.M., Douglas County, Kansas by Tim Sloan LS-783, and recorded August 10, 2015, in Book 1127, Page 2220.

TOGETHER WITH an Easement for vehicular and pedestrian ingress and egress as set out in General Warranty Deed by and between The Conservation Fund, a Maryland Non-profit corporation, and The Kansas University Endowment Association, a Kansas not-for-profit corporation, dated September 30, 2015, filed October 1, 2015, recorded in Book 1128, Page 5942.

Tract II:
A tract of land in the Northwest Quarter of Section 28, Township 14 South, Range 20 East of the 6th P.M., Douglas County, Kansas, described as follows:

Beginning at the Northwest corner of the Northwest Quarter of said Section 28, being Corner 1, marked by a 5/8” rebar; thence South 89° 37’ 57” East 2680.29 feet to the Northeast corner of the Northwest Quarter of said Section 28 and Corner 2, marked by a 5/8” rebar; thence South 00° 04’ 53” West 1300.17 feet along the East line of the Northwest Quarter of said Section 28 to the centerline of the former right of way of the Atchison, Topeka, and Santa Fe Railroad and Corner 3, marked by a 5/8” rebar; thence along the centerline of the former right of way of the Atchison, Topeka, and Santa Fe Railroad the following 2 courses: Course 1: South 67° 00’ 39” West 1458.98 feet to Corner 4, marked by a 1/2” rebar; Course 2: On a curve to the left with a radius of 5729.58 feet, an arc distance of 1515.98 feet, chord bearing South 59° 25’ 51” West 1511.56 feet to the South line of the Northwest Quarter of said Section 28 and Corner 5, marked by a 1/2” rebar; thence North 89° 47’ 45” West 30.65 feet to the Southwest corner of the Northwest Quarter of said Section 28 and Corner 6, marked by a 1/2” rebar; thence North 00° 04’ 05” West 982.25 feet along the West line of the Northwest Quarter of said Section 28 to Corner 7, marked by a 1/2” rebar; thence North 89° 55’ 45” East 1090.54 feet to Corner 8, marked by a 1/2” rebar; thence North 00° 04’ 05” West 395.39 feet to Corner 9, marked by a 5/8” rebar; thence North 89° 38’ 26” West 1090.57 feet to the West line of the Northwest Quarter of said Section 28 and Corner 10, marked by a 1/2” rebar; thence North 00° 04’ 05” West 1269.98 feet to the point of beginning. EXCEPT one-half of all oil, gas and other mineral rights, in, upon and under said real estate, corresponding to Tract 1 on Boundary Survey Section 28, T14S, R20E, 6th P.M., Douglas County, Kansas by Tim Sloan LS-783, and recorded August 10, 2015, in Book 1127, Page 2217.

CONSIDERATION OF DISCUSSION AGENDA

Presentation
UPDATE ON K-STATE 2025
President Schulz presented an update on Kansas State University’s strategic plan, K-State 2025. The goal of K-State is to be recognized as one of the nation’s top 50 public research universities. President Schulz reviewed the positive impacts of the first five years of the plan, which included aligning the university and college/unit department planning and creating a culture of inclusion. He reviewed the progress on each of the following seven themes: 1) Research, Scholarly and Creative Activities and Discovery; 2) Undergraduate Educational Experience; 3) Graduate Scholarly Experience; 4) Engagement, Extension, Outreach, and Service; 5) Faculty and Staff; 6) Facilities and Infrastructure; and 7) Athletics. Additionally, President Schulz reported private giving to the University has increased over the last five years and reviewed KSU’s rankings compared to its peers. He noted some challenges the University will face over the coming years include funding decreases in federal support for both research and financial aid and funding decreases in the state budget.

(Handout and PowerPoint filed with Official Minutes)

Academic Affairs

PROGRAM REVIEW REPORT
Gary Alexander, Vice President of Academic Affairs, reported the state universities are required to review approved programs at least once every eight years to ensure academic quality. Each university’s Program Review report comprises four major components: (1) a description of the academic program review process; (2) analysis of the programs reviewed; (3) analysis of data compiled in Kansas Higher Education Database (KHEDS) regarding minimum requirements for majors, graduates, faculty, and average ACT scores; and (4) follow-up summary on concerns raised in previous years. For the academic year 2014-2015 program review cycle, Fort Hays State University, Pittsburg State University, the University of Kansas Medical Center and Wichita State University reviewed a total of 55 academic programs at the baccalaureate, master’s and doctoral levels. The Board accepted the report.

UPDATE ON DEVELOPMENTAL EDUCATION GOALS
Dr. Susan Fish, Director of Adult Education, gave an update on the following Developmental Education goals: 1) explore differentiated math pathways as a means to align math requirements with students/specific areas of study; 2) promote co-requisite remediation as means of streamlining remedial instruction; 3) develop a math course to be offered in the senior year of high school to enable more students to enter college credit-bearing classes; and 4) recommend policies for placement assessment and common or comparable scores for placement into college-level courses. Dr. Fish reported in 2014, 18,354 first time, degree seeking students were enrolled in Kansas community colleges. Out of those students, 7,213 (38.3%) were enrolled in one or more remedial courses and 1,608 (22.3%) completed remedial courses. Dr. Fish spoke about math pathways, co-requisite remediation, and the transition to College Algebra pilot program. She noted that in order to transform developmental education, institutions will need to streamline the delivery of remedial course content, provide targeted academic and non-academic support, and reduce the number of students placed in remedial courses.

(PowerPoint filed with Official Minutes)

Fiscal Affairs and Audit

AMENDMENT TO FY 2016 REHABILITATION AND REPAIR LIST TO INCLUDE RENOVATION OF THE SECOND FLOOR OF KRAMER DINING CENTER – KSU
Greg Hoffman, Director of Facilities, presented Kansas State University’s request to amend their FY 2016 Rehabilitation and Repair list to include renovations of the second floor of Kramer Dining Center. The estimated
cost of the project is $940,000, which will be financed with Housing and Dining Services auxiliary funds. Regent Murguia moved to approve, and Regent Feuerborn seconded. The motion carried.

**EPSCoR PROPOSALS**

Vice President Alexander presented five EPSCoR proposals. The EPSCoR Review Committee recommends funding the following projects:

1) For the project advancement of the Metastatic Mimetic Device to enhance pre-clinical drug testing on human cells at the University of Kansas Medical Center, the Committee recommends awarding $78,832 for FY 2016.

2) For the pharmacokinetic parameters of nebulized ceftazidime project, located at the University of Kansas, the Committee recommends awarding $135,000 for FY 2016.

3) For the Remote Attestation for Trust in Cloud Systems, located at the University of Kansas, the Committee recommends awarding $100,000 for FY 2016.

4) For the teff grass project, located at Kansas State University, the Committee recommends awarding $70,000 for FY 2016.

5) For the Hair Restoration Gel SPR4 project, located at the University of Kansas Medical Center, the Committee recommends awarding $113,265 for FY 2016.

Regent Murguia moved to approve the Committee’s recommendations. Following the second of Regent Mullin, the motion carried.

**Other Matters**

**UPDATE ON KANSAS STATE UNIVERSITY PRESIDENTIAL SEARCH**

Regent Mullin stated that over the last several weeks, the Board has appointed him as chair to the KSU Presidential Search Committee, named retired Air Force General Richard Myers as Interim President, and started the RFP process to select a search firm. The Board also settled on a closed search because many qualified candidates, particularly sitting presidents at other institutions, would not apply if the search is open. Regent Mullin read the proposed Board Charge to the Committee and the names of the individuals who have agreed to serve on the Committee. Regent Mullin moved to approve the Board Charge, the Committee membership, and the appointment of former Regent Jerold Boettcher as vice chair of the Committee. Regent Newton seconded, and the motion carried.

(Committee Charge and Membership filed with Official Minutes)

**SB 155 QUALIFYING CREDENTIALS LIST**

Rita Johnson, Vice President for Workforce Development, presented the Kansas Postsecondary Technical Education Authority’s recommendation to approve the 2016-2017 SB 155 Qualifying Credential Incentive List. The list was developed by the Kansas Department of Labor in consultation with the Board of Regents staff and Kansas Department of Education staff and is reviewed annually. Credentials listed are attainable by a high school graduate within six month of graduation and are directly connected to high demand, high wage occupations, as determined by the Kansas Department of Labor, requiring at least a high school diploma, and with wages at least 70 percent of the average annual wage in Kansas. Regent Murguia moved to approve, and Regent Thomas seconded. The motion carried.

(Qualifying Credential List filed with Official Minutes)
LEGISLATIVE UPDATE
Matt Casey, Director of Government Relations, presented the legislative update. The Legislature will return for veto session on Wednesday, April 27. Director Casey expects the House and Senate budget committees to meet and discuss the most recent consensus revenue estimates for FY 2016 and FY 2017. He also reviewed the non-budgetary items that are still active this session.

EXECUTIVE SESSION
At 3:40 p.m., Regent Newton moved, followed by the second of Regent Bain, to recess into executive session starting at 3:50 p.m. for 60 minutes to discuss personnel matters of non-elected personnel. Participating in the executive session were members of the Board, President Flanders, President Martin (for a portion), and President Schulz (for a portion). At 4:50 p.m., the meeting returned to open session.

ADJOURNMENT
Chair Bangerter adjourned the meeting at 4:50 p.m.

Blake Flanders, President and CEO                                     Shane Bangerter, Chair
The Kansas Board of Regents met by telephone conference call on Monday, May 2, 2016. Vice Chair Zoe Newton called the meeting to order at 1:01 p.m. Proper notice was given according to law.

MEMBERS PRESENT:  
Zoe Newton, Vice Chair  
Joe Bain  
Bill Feuerborn  
Dave Murfin  
Daniel Thomas  
Helen Van Etten

MEMBERS ABSENT:  
Shane Bangerter, Chair  
Ann Brandau-Murguia  
Dennis Mullin

SEARCH FIRM FOR KSU PRESIDENTIAL SEARCH
President Flanders presented a recommendation to hire Academic Search as the KSU Presidential Search Consultant. Following discussion, Regent Feuerborn moved to approve. Regent Bain seconded, and the motion carried.

ADJOURNMENT
The Vice Chair adjourned the meeting at 1:07 p.m.

_________________________  ______________________________
Blake Flanders, President and CEO  Shane Bangerter, Chair
REPORTS AND CONSENT AGENDA

II. Introductions and Reports
   A. Introductions
   B. Report from the Chair
      Regent Bangerter, Chair
   C. Report from the President & CEO
      Blake Flanders, President & CEO
   D. Report from Council of Presidents
      President Martin
   E. Report from Council of Faculty Senate Presidents
      Lorie Cook Benjamin
   F. Report from Students’ Advisory Committee
      Jessie Pringle

III. Standing Committee Reports
   A. Academic Affairs
      Regent Van Etten
   B. Fiscal Affairs & Audit
      Regent Feuerborn
   C. Governance
      Regent Bangerter

IV. Approval of Consent Agenda
   A. Academic Affairs
      1. Act on Request for Approval for Degree and Certificate Programs for Wichita Area Technical College
      Rita Johnson, VP, Workforce Development

Summary

Each month community colleges and technical colleges submit requests for the approval of new certificate and degree programs. The Board office received requests from Wichita Area Technical College to offer an Associate of Applied Science and Technical certificate in Massage Therapy. The programs submitted addressed all criteria requested and were subject to the 14 day comment period required by policy. The program was reviewed by the Technical Education Authority and is recommend for approval.

Background

Community colleges and technical colleges submit requests for new certificate and degree programs each month utilizing forms approved by staff. Criteria addressed during the application process include, but are not limited to, the following:

- Student and employer demand for the program
- Current and projected job openings and anticipated wages
- Level of program duplication across institutions, based on Classification of Instructional Program (CIP) code, and any efforts to collaborate to provide the needed program
- Rationale for why collaboration is not a viable option and/or need for a duplicative program
- Program description and designation of required and elective courses
- Measurable program outcomes and course competencies
- Process and frequency for review of program content, level of program success, and process for addressing any areas of concern
- Any specialized accreditation required and/or available for the proposed program
- Faculty qualifications and proposed student to faculty ratio
- Description of facilities and equipment needed and available
- Projected program costs and designation of adequate resources
- Membership of a steering/advisory committee for the program
Approval by institutional academic committee and local governing board

Description of Proposed Program:

Wichita Area Technical College requests approval for the following program:

- Massage Therapy (51.3501) — Associate of Applied Science degree/63 credit hours, Technical Certificate B/44 credit hours

The proposed Massage Therapy program prepares students to assume an entry-level position in areas of, including but not limited to, bodywork therapist, certified massage therapist, clinical massage therapist, integrated deep tissue massage therapist, licensed massage therapist, massage therapist, and registered massage therapist. The program utilizes the Commission on Massage Therapy curriculum competencies to prepare students to sit for either the National Certifications for Therapeutic Massage and Bodywork (NCBTMB) or Massage and Bodywork Licensing Exam (MBLEx) credentials.

Wichita Area Technical College conducted surveys to determine potential student interest and employer needs regarding the proposed Massage Therapy program. Students enrolled in WATC science courses, taking health classes at local high schools and individuals attending WATC Open Houses were asked to complete a one-page survey indicating programs that matched their interest. Of the 136 students who completed the survey, 15 adults and 10 high school students identified Massage Therapy as a program of interest. An electronic survey was sent to various potential employers to gauge their interest in the proposed program. Thirteen employers responded to the survey, six indicated current positions available in the local area and four indicated potential openings.

According to the U.S. Bureau of Labor Statistics, the Occupational Outlook Handbook indicates a national growth rate for Massage Therapists of 22% from 2012-2022 with a median wage of $37,180 ($17.88 per hour). The Kansas Department of Labor, Labor Information Center (2010-2020 projections) indicate a state-wide growth rate of 1.6% with a median wage of $25,730 ($12.37 per hour).

Currently, two institutions in the state offer a program utilizing CIP Code 51.3501. Below are the colleges, programs, award levels, enrollment numbers, and completion numbers per 2015 Basic Counts data regarding the numbers of Massage Therapy professionals being trained and completed educational programs.

<table>
<thead>
<tr>
<th>College</th>
<th>Program Name</th>
<th>2014 K-TIP Data</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total # Declared Majors</td>
<td>Total # Graduates Exiting &amp; Employed</td>
</tr>
<tr>
<td>Butler Community College</td>
<td>Massage Therapy Therapeutic Massage</td>
<td>39</td>
</tr>
<tr>
<td>Colby Community College</td>
<td>Massage Therapy Therapeutic Massage</td>
<td>28</td>
</tr>
<tr>
<td>Total</td>
<td>67</td>
<td>21</td>
</tr>
</tbody>
</table>

NR = No values were reported.
* = Small cell suppression used to protect student privacy in accordance with FERPA and HEOA guidelines.

Letters of support for this program were received from the following sources:

- Sharon Miklos – mentoring, student volunteer opportunity at National sporting events, preference in hiring WATC program completers, practical hands-on experience, assisting with finding massage scholarships for students, and help developing a continuing education program for massage therapy professionals.
- David & Christine Heinsohn – serving on the program advisory board and serve as substitute instructors.
• Balance Harmony – mentoring students enrolled in WATC’s program, donation of materials and equipment.
• Lara Pollock – willing to serve as an adjunct instructor, offer mentoring services to students and pledge to hire only WATC Massage Therapy graduates.
• Wheatland Acupuncture & Massage – serve on the program advisory board.

Wichita Area Technical College plans to begin the program in August 2016. The college estimates the cost to deliver the proposed Massage Therapy program is approximately $56,695 ($42,402 salaries, $8,654.18 equipment, $2,638.45 instructor supplies/materials and $3,000 technology and/or software). Two full-time instructors will be hired. If demand for the program increases, additional faculty members will be hired. Existing space at the Southside Center (4501 East 47th Street South, Wichita, KS 67210) campus location will be utilized. Instructor salaries, equipment, instructor supplies/materials and technology and/or software will be acquired through the institution’s New Program Development Fund.

The proposed program was subject to the 14-day comment period from December 9, 2015 to January 4, 2016 during which Kansas City Kansas Community College stating they had no objection to this program.

Recommendation
The new program request submitted by Wichita Area Technical College for an Associate of Applied Science degree/63 credit hours, Technical Certificate B/44 credit hours program was reviewed by the Technical Education Authority and is recommended for approval.
B. Retirement Plan

1. Appoint Retirement Plan Committee Members

| Madi Vannaman,  
| Staff Affiliate |

**Summary and Staff Recommendation**

To fulfill the Board’s fiduciary responsibility for oversight of its Mandatory Retirement Plan, appropriate management and periodic review of the investment options provided under the Plan are required. In order to better provide such oversight, in July 2005, the Board delegated responsibility for plan administration and investment oversight to the Board-created “Retirement Plan Committee” (RPC) and established the composition of and membership for that Committee. There are some terms that are expiring on June 30, 2016 and vacancies on the RPC that need to be filled. Staff recommends the re-appointment of two current RPC members and appointments of two new members, including the Council of Presidents’ recommendation to appoint President Martin to serve as their representative. These four RPC appointees will each serve a three-year term.

**Background on the Kansas Board of Regents Retirement Plans**

The Kansas Board of Regents (KBOR) Retirement Plan is an essential component of the benefits and compensation package available to faculty and certain staff who serve at the six state universities and the Board office. The KBOR Plan has four components: (1) a mandatory 403(b) retirement plan; (2) a voluntary 403(b) retirement plan; (3) a long term disability plan; and (4) a phased retirement plan. This issue paper addresses the Board’s oversight of the Mandatory Retirement Plan and the composition of the Board-created Retirement Plan Committee (RPC).

**Background on Mandatory Retirement Plan**

In 1962 the Legislature authorized the Board to establish a Mandatory Retirement Plan under Internal Revenue Code Section 403(b) in order to provide retirement income for faculty and unclassified employees at the state universities and Board staff. The creation of the KBOR Mandatory Plan allowed eligible employees an alternative to KPERS, which was also established in 1962.

Then, as now, the KBOR retirement plan is an essential tool used to attract and retain quality faculty and unclassified employees to the state universities and to the Board office. With features such as portability and immediate vesting, the KBOR Plan has aspects that differ from KPERS and are more suitable in the competitive environment of higher education.

Each participating employee is required to contribute a percentage of their compensation to the Mandatory Plan (currently 5.5%). The employer, a State university or the Board office, is required to contribute an additional percentage to the Mandatory Plan (currently 8.5%). Thus, participating employees have a total of 14% of their compensation directed as pretax contributions to their retirement.

As of April 30, 2016, the total value of the retirement funds in the Mandatory Plan (with the two Board approved investment providers, TIAA and Voya) was $3.231 billion dollars.

**Retirement Plan Committee and Appointments**

In June 2005, the Board created the RPC and appointed its first members\(^1\). By Board policy, the RPC is composed of representatives from the Board itself, the Council of Presidents (COPs), the Council of Business Officers (COBO) and the Advisory Committee on Retirement and Benefits (ACORB). Subject matter experts from the campuses provide additional expertise. The RPC’s assigned duties include oversight of the Mandatory Retirement Plan, including its administration and its investments, as well as having the responsibility for creating and reviewing plan documents and investment provider agreements, implementing an investment policy with performance standards, and reviewing the investment performance on a

\(^1\) See Board Policy Manual Section A.4.a.(3).
semi-annual basis. In 2012, after a competitive bid process, Segal Rogerscasey was awarded a contract in order to provide the RPC with consulting services regarding the oversight and performance of investment options and in 2015 the Board approved a five-year extension of that consulting contract.

In accordance with Board policy, the RPC is comprised of ten individuals, with nine voting members, eight of whom represent the universities and members are appointed to serve staggered three year terms. The RPC is chaired by Regent Brandau-Murguia and Regent Bangerter also participates.

The terms for the following appointed RPC members will expire on June 30, 2016:
- Gary Leitnaker, Director, Labor Relations and Special Projects, Human Capital, Kansas State University, representing Human Resource Directors/ACORB.
- Stacey Snakenberg, Director, HR Operations, KU Medical Center, representing Human Resource Directors/ACORB.
- Dr. Kirk Schulz, President, Kansas State University was nominated by COPs to represent that body and was appointed to serve the unexpired term of Dr. Edward Hammond, President, Fort Hays State University. Dr. Mirta Martin, President, Fort Hays State University, has been nominated by COPs to represent that body.
- Theresa Gordzica, Chief Business and Financial Planning Officer, University of Kansas Lawrence campus, has retired and Leisa Julian, Chief Financial Officer, University of Kansas, Lawrence campus has been nominated by COBO to represent that body.

Staff recommends that the Board reappoint the two current RPC members (Gary Leitnaker and Stacey Snakenberg) and appoint as new members President Martin and Leisa Julian, all to serve three year terms.
DISCUSSION AGENDA

V. Consideration of Discussion Agenda
   A. Other Matters
      1. Receive Legislative Update  
         Matt Casey,  
         Director, Government Relations  

Background
The 2016 legislative session ended Monday, May 2 at 3:30 a.m. after a five day veto session. The Board will receive a wrap up of non-budgetary legislative items as well as an overview of other legislation we were following. Also, the current budget situation and the changes that were made in the final budget cleanup bill that passed at the end of the veto session will be reviewed.

B. Fiscal Affairs & Audit  
   1. Receive Presentation and Discuss University Tuition and Fee Proposals for FY 2017 (First Reading)  
      Regent Feuerborn  
      Elaine Frisbie  
      VP, Finance & Administration  

Background
One of the Board’s primary responsibilities, as defined in state law, is to set tuition and fees at the state universities. Typically, the state budget is finalized in early May so that tuition proposals are considered by the Board with the knowledge of the state funding available to the state universities for the upcoming fiscal year. The Legislature finished this year’s session on Monday, May 2. Although the Legislature passed an Omnibus Appropriations Bill (House Substitute for Senate Bill 249), total expenditures from the State General Fund exceed what is projected as available resources in both the current and upcoming year. The Legislature gave the Governor authority to institute additional budget reductions to bring the budget into balance. The Governor has not yet announced his plans for applying the budget reductions, nor has he had the opportunity to act on the appropriations bill. Although the universities do not yet know what their state funding is precisely, proposals have been developed with the knowledge that they may be revised, pending gubernatorial action and Board feedback. The Board will receive presentations from the state universities on their tuition proposals on May 18 (first reading). The Board is scheduled to take final action at the June 15-16 meeting.
2. Approve the Johnson County Research Triangle (JCERT) FY 2017 Budgets – KU and KSU

Summary

The 2007 Legislature enacted Senate Bill 115 (KSA 19-5001 through 19-5005) to create the Johnson County Education Research Triangle Authority (JCERTA), subject to the approval of Johnson County voters. The voters of Johnson County approved a 1/8 cent sales tax to support three university projects: (1) medical education and life sciences and cancer research programs at the Johnson County locations of the University of Kansas Medical Center; (2) research and education programs in animal health and food safety and security at the Olathe Campus of Kansas State University; and (3) specific undergraduate and graduate programs at the Edwards Campus of the University of Kansas in the City of Overland Park.

The JCERTA board retains up to two percent of the tax revenues to cover administrative costs and the remainder of the annual revenue is to be split evenly between the three projects. The law restricts the universities’ expenditure of these tax revenues to certain purposes and states that “the Kansas Board of Regents shall remain responsible for the governance of these institutions, including approval of any academic programs and the regulation thereof, and shall be responsible to the Authority for institutional compliance with the purposes of this act.” Budget approval by the Board of Regents is required each year.

In accordance with Board policy, the Fiscal Affairs and Audit Committee reviewed and approved the budget proposals at the April 20, 2016, Committee meeting. The Johnson County Education Research Triangle Authority also met in April and approved the budgets. The Board is now asked to take action to approve the FY 2017 JCERT budgets for the K-State Olathe Campus, KU Edwards Campus, and KU Medical Center’s Clinical Research Center at the May Board meeting.

Background

The Johnson County Education Research Triangle Authority legislation was approved by the 2007 Legislature. In November 2008, the voters of Johnson County approved a 1/8 cent sales tax to support three projects at the University of Kansas, the University of Kansas Medical Center, and Kansas State University.

In accordance with the Board’s process, the Universities prepare annual budgets for their portion of the JCERT revenue, to include debt service, maintenance, operations, and, where appropriate, research, and undergraduate and graduate educational programs. In order that the JCERT Authority also has the opportunity to review the proposed use of funds, the Board of Regents Fiscal Affairs and Audit Committee will review the proposed budgets at its April meeting. The JCERT Authority has announced its meeting for April 11, 2016, which is prior to the meeting of the Board’s Fiscal Affairs and Audit Committee.

The law requires each participating university to certify to both the Authority Board and to the Board of Regents that expenditures of funds received from the Authority are made in compliance with the Act, Board policy and applicable state and federal laws. Furthermore, any revenue bonds that pledge the JCERT funds for repayment must be approved by the Board of Regents, regardless of what entity acts as obligor on the bonds. According to the Authority’s by-laws, the universities are to certify expenditures to the Authority on an annual basis; the universities’ certification to the Board is on the same schedule. The Universities keep the tax revenue funds in segregated accounts and submit the accounts and expenditures from those accounts for an annual independent audit paid for by the JCERTA Board. The JCERTA Board contracts with external auditors for a financial audit to be completed by September 1 of each year. A copy of the external audit is provided to the Board and the Universities.

From FY 2010 through the first half of FY 2016, the universities have received $98.4 million through the JCERT Authority. A history of tax revenues to each campus is as follows:
The following documents are the proposed FY 2017 budget plans for the operation of the Business, Education, Science and Technology (BEST) Building and degree programs at KU’s Edwards Campus in Overland Park; the Clinical Research Center at KUMC in Fairway; and the International Animal Health and Food Safety Institute at K-State’s Innovation Campus in Olathe.

### Johnson County Education Research Triangle Sales Tax Revenues

<table>
<thead>
<tr>
<th></th>
<th>KU Edwards</th>
<th>KUMC Clinical Research Center</th>
<th>KSU Olathe</th>
<th>Total</th>
</tr>
</thead>
<tbody>
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<td>$4,717,303</td>
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<td>Actual FY 2011</td>
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<tr>
<td>Actual FY 2013</td>
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<td>Actual FY 2014</td>
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<td>5,307,800</td>
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<td>Projected FY 2016</td>
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<td>17,100,000</td>
</tr>
<tr>
<td>Projected FY 2017</td>
<td>5,800,000</td>
<td>5,800,000</td>
<td>5,800,000</td>
<td>17,400,000</td>
</tr>
</tbody>
</table>
Proposed Fiscal Year 2017
JCERTA Budget
KU-Edwards Campus
Business, Engineering, Science, and Technology (BEST)

Background
The Edwards campus of the University of Kansas, has used the funds from the Johnson County Research Triangle Authority (JCERTA) sales tax for the construction, debt service and maintenance of a new 75,000 square foot building, and to pay the costs initially of ten new degrees, including four bachelors and four masters degrees in business, engineering, science, and technology as well as two Professional Science Masters degrees (programs that allow students to pursued advanced training in science or mathematics while simultaneously developing workplace skills).

The Business Engineering, Science and Technology (BEST) building was dedicated on March 2, 2012. The building contains 21 classrooms, including four computer lab classrooms, an open computer lab, 35 faculty offices, and a 400-seat conference center. The total cost of the building was $22.9 million and was financed with $3.9 million from the JCERT sales tax collections and $19 million in bond proceeds.

Expenditure Categories
A draft two-year budget is attached for reference and planning purposes. While only the FY 2017 budget is presented for approval at this time, the additional year provides a clear picture of all expenses for building support and operations, and the programmatic costs.

Below are details of the FY 2017 budget which is presented for approval.

Debt Service: $1,963,775
The annual debt service on the new building is just under $2 million per year. The total principal on the 2010 bonds is $20,990,000 and the repayment term is 15 years. The bonds were a combination of tax-exempt bonds ($6,125,000) and taxable Build America Bonds ($14,865,000) with an all-inclusive interest rate of 3.11 percent. The University will receive $220,071 in subsidies from the federal government for interest on the Build America Bonds.

Scholarships: $87,500
KU and KSU have each agreed to establish a $50,000 scholarship program from JCERTA funds. The scholarships are awarded only to Johnson County residents. The criteria for the scholarships at KU are as follows: students must be enrolled in an undergraduate or graduate program at the Edwards Campus that was funded by the JCERTA tax. The scholarship can be applied toward the cost of tuition, fees and/or books. Additional requirements include residency in Johnson County, a minimum cumulative grade point average of 2.5, and enrollment in a minimum of six hours at the KU Edwards Campus. Preference will be given to students with financial need. Completion of the Free Application for Federal Student Aid (FAFSA) is required.

In fall 2012 (fall 2011, spring 2012), 22 students received the Triangle award. The average amount was $3,000 per semester. In 2013, (fall 2012, spring 2013) 41 students received the Triangle award. The average amount per semester was $1,500. In 2014 (fall 2013, spring 2014) 24 students received the Triangle award, ten of whom received $3,000 each, and the remaining received $1,500 each. In 2015 (fall 2014, spring 2015) 20 students received the Triangle award, with an average of $1,500 awarded per student each semester. In 2016 (fall 2015, spring 2016) 20 students received the Triangle award, with an average of $1,500 awarded per student per semester. This fund will become increasingly competitive as additional programs are added.
In FY 2016, an additional $37,500 was requested for Johnson County students in the new, on-line Master of Applied Statistics program. Eight students received an average of $781.25 each for a total of $12,500 for fall and spring. Both the general scholarships and the Applied Statistics scholarships are requested at the same amounts for FY 2017.

**Programmatic Costs: $3,897,562**

The initial JCERTA programs are at a point in cycle of generating revenue (tuition) for reinvestment. Four of the older programs will be supported with a combination of JCERTA tax dollars and tuition. Ongoing costs in FY 2017 for the Bachelor’s in Business Administration are approximately $207,697 from JCERTA funds and $513,793 from tuition for a total of $721,490. For the Bachelor of Information Technology launched in fall 2012, ongoing costs are $590,723, of which $446,026 will be funded by JCERTA, the balance funded with tuition. Three programs launched in the fall of 2013, Master of Science in Project Management, Master of Engineering in Project Management, and Professional Science Masters (PSM) in Applied Science (Concentration in Environmental Assessment) and have ongoing costs of $463,532 for the two project management degrees ($304,642 JCERTA, $164,790 tuition), and $229,311 ($159,311 JCERTA, $70,000 tuition) for the PSM.

Two programs launched in the spring of 2014, the Master of Science in Educational Technology with FY 2017 costs of $122,950, and a Bachelor’s in Exercise Science with FY 2017 costs of $276,921. The Bachelor of Applied Science in Biotechnology launched during FY 2016, and FY 2017 operational costs will be $376,675. The lab start-up was initiated in FY 2016, and additional construction costs will occur in FY 2017 at a cost of approximately $300,000 in JCERT funds. New programs launched in FY 2015 included the Master of Accounting with an ongoing FY 2017 cost of $316,786, and Communications Studies was initiated in FY 2016 and the FY 2017 cost is estimated to be $152,000. Ongoing FY 2017 costs for new programs launched in FY 2016 include on-line Applied Statistics at $495,771, and an Accounting Certificate costing $131,183. New programs being initiated for FY 2017 include a Master’s in Civil Engineering at a cost of $243,600, and certificates in Critical Thinking ($14,000), Information Assurance & Security ($69,000), Software Engineering ($21,000), and Science Management ($110,000).

The line item for “Future Degrees” will be funded in FY 2017 at $150,000. This is considered “seed money” for start-up costs associated with new degree or certificate programs deemed viable per market study. All programs will be evaluated regularly to determine their ongoing viability.

**All Other Costs: $1,679,185**

Student advising, student services/administrative and public relations and marketing will increase while the programs continue to grow. JCERT staff costs are estimated at $992,551 for 14.61 FTE positions supporting the Academic Support Center, recruitment, student services, communications/marketing, and competency based education. Other operating costs (e.g., library, administration) are $350,550. Facility expenses including the custodial contract, utilities, and technology are estimated at $336,084. The Edwards Campus has recently entered into a three-year $220,000 maintenance contract for technology. The $336,084 includes a portion of this contract expense.

**Reserves**

A capital reserve in the amount of $400,000 is in place to fund major repairs, infrastructure upgrades and renovations. This reserve will continue to increase with a goal of maintaining a balance equivalent to 2% of the BEST Building’s value (approximately $440,000). In FY 2017, $40,000 will be added to reach this goal.

Additionally, an operations reserve in the amount of $400,000 has been established to cover operations should a delay in monthly sales tax disbursements occur. This reserve will grow as programs grow with the goal of creating a reserve equivalent to three (3) months’ operating costs, including debt service (approximately $1.8M). In FY 2017, $200,000 will be added to this reserve to bring the total up to $600,000.
### Revenue

<table>
<thead>
<tr>
<th>Source</th>
<th>JCERT 2017</th>
<th>JCERT 2017</th>
<th>Total 2017</th>
<th>JCERT 2018</th>
<th>JCERT 2018</th>
<th>Total 2018</th>
</tr>
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<tbody>
<tr>
<td>JCERT Sales Tax</td>
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<td>$5,600,000</td>
<td>$5,700,000</td>
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### Expenditures

#### Administrative/Student Services

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#### Programmatic

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#### Facility Expense

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<tr>
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<th>Budget 2018</th>
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<td><strong>Total Facility Expense</strong></td>
<td>$2,425,602</td>
<td>$2,425,602</td>
<td>$2,425,602</td>
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### Revenue less Expenditures

<table>
<thead>
<tr>
<th>Category</th>
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<tr>
<td>Operating Account - Ending Balance</td>
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### Notes

- JCERT Sales Tax includes JCERT Total and JCERT Sources (Tuition).
- Total JCERT includes JCERT Total and Sources (Tuition).
- JCERT Total includes JCERT Sources (Tuition) and Additional Sources (Tuition).
- Total includes JCERT Total and Additional Sources (Tuition).
- JCERT Sources (Tuition) is the sum of JCERT Sales Tax, Tuition, and Operating Transfer In.

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**University of Kansas**

**Johnson County Research Triangle**

**Edwards Campus Budget**
Summary of the Project:
The University of Kansas Clinical Research Center (CRC) opened to patients on January 23, 2012. Funds from the Johnson County Education Research Triangle sales tax (JCERT) and revenue bonds supported by the sales tax were used to renovate the facility. Sales tax receipts are now being used to pay debt service and maintain the building, and to pay the costs of the clinical research infrastructure supporting clinical trials designed to translate discoveries made in the laboratory into treatments for patients. The facility will also serve to support internal and external conferences such as The Midwest Cancer Alliance Partners Advisory Board.

The total square footage of the building after renovation is 82,400 SF. There is 24,400 SF of clinic space, 8,300 SF of lab space, 20,600 SF of office space, and 29,100 SF of public space including sitting areas and conference rooms. The cost to renovate and equip the facility was approximately $19.4 million funded with $14.4 million in bond proceeds and approximately $5 million in JCERT funds.

Expenditure Categories
A draft two-year budget is attached for reference and planning purposes. While only the FY 2017 budget is presented for approval at this time, the additional year provides a clear picture of all expenses for building support and operations, and the clinical research program. Also provided is information on other revenue sources that support the operations of the Clinical Research Center.

Below are details of the FY 2017 budget which is presented for approval.

Debt Service: $1,222,465
The annual debt service is over $1 million per year. The total principal on the bonds issued in 2010 is $15,930,000 and the repayment term is 20 years (FY 2030). The bonds were a combination of tax-exempt bonds ($3,950,000) and taxable Build America Bonds ($11,980,000) with an all-inclusive interest cost of 3.0 percent. The University will receive $162,600 in subsidies from the federal government for interest on the Build America Bonds.

Clinical Research Center Staff and Operating Expenses: $4,822,385
These funds support oncology physicians and clinical research support staff and related operating expenses. These positions support our clinical trial activities.

Facilities Operating Costs: $880,569
These funds will be used to finance utilities, custodial and security staff, and other facility services.

Reserve for Capital Expenditures: $400,000
We allocate $400,000 annually to fund a reserve to repair, renovate or upgrade infrastructure at the Center.

Reserve for Operations: $100,000
$100,000 is put aside as reserve for operations. These funds will be used to maintain three months of operating expenditures in the event of revenue decline.
<table>
<thead>
<tr>
<th>Sources of Funds</th>
<th>Approved FY16 Budget</th>
<th>FY16 Projection</th>
<th>Proposed FY17 Budget</th>
<th>Proposed FY18 Plan</th>
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<tr>
<td><strong>Revenue</strong></td>
<td>JCERT</td>
<td>Other Sources</td>
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<td>JCERT Sales Tax</td>
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<td>JCERT Other</td>
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<table>
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<th>Payroll</th>
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<th>Facility Expenses</th>
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<td>$5,503,179</td>
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</table>

| Revenue less Expenditures | ($1,596,025) | ($1,393,493) | ($7,585,518) | ($5,860,179) | ($13,512,940) | ($6,925,419) | ($7,853,795) | ($14,779,214) | ($6,319,052) | ($14,380,944) |


| Revenue less Expenditures | ($4,342,422) | ($175,700) | ($608,125) | ($305,146) | ($326,702) | ($952,916) | ($608,125) | ($1,066,155) | ($1,068,973) | ($255,452) | ($134,763) | ($121,609) |

| Total Expenditures | ($5,790,904) | ($175,700) | ($608,125) | ($305,146) | ($326,702) | ($952,916) | ($608,125) | ($1,066,155) | ($1,068,973) | ($255,452) | ($134,763) | ($121,609) |

| Less Current Amount Set aside for Capital Reserve | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Less Current Amount Set aside for Operation Reserve | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 |

| Ending Operating Balance | $3,029,728 | $347,032 | $3,376,760 | $3,424,181 | $3,597,192 | $1,204,911 | $201,619 | $1,406,530 | $1,904,911 | $201,619 | $1,406,530 | $1,904,911 |
Proposed Fiscal Year 2017
Kansas State University Olathe
JCERTA Budget

Narrative summary
The first cohort of graduate students pursuing JCERTA-supported programs in animal health and food safety were enrolled in Fall 2013. As of Spring 2016, five biosciences-related graduate degree programs are offered in addition to three other programs in adult education (Masters and PhD level). Currently, there are almost 30 faculty and administrative staff directly supporting educational and research programs. Over 160 faculty from K-State’s Manhattan and Salina campuses have also contributed to various academic programs over the last three years.

In January 2015, the Kansas Board of Regents formally approved the new School of Applied and Interdisciplinary Studies at K-State Olathe. The School provides the campus with academic authority under policies and procedures of the University to hire instructors and researchers and develop courses, certificates and degrees. Two graduate certificate programs were approved in Spring 2016: one in Professional Interdisciplinary Sciences and one in Professional Skills for STEM Practitioners. At the April meeting of the Board of Regents, a Professional Science Masters in Applied Science and Technology will be on the consent agenda for final approval.

Research activities at K-State Olathe are well underway representing the broad areas of veterinary medicine and animal health, food science, horticulture/urban food systems, and sensory & consumer research.

Other highlights include the Merck Animal Health sponsored Microbial Surveillance Laboratory in partnership with K-State’s Veterinary Diagnostic Laboratory; and the K-State Olathe Innovation Accelerator funded through a $1.25 million, five-year award from the Economic Development Administration.

Engagement activities include science-based partnerships with K-12 schools in Johnson County including assistance in curriculum development with the Blue Valley CAPS and Olathe 21st Century programs. An additional 30,000 plus individuals have participated in various professional development and educational activities over the last three years.

Economic development is also a strategic priority of this campus through workforce training and entrepreneurial partnerships with the private sector. As an example, the partnership initiated in 2011 with SmartVet USA (a subsidiary of Australian SmartVet Pty Ltd) has resulted in a patented technology for delivering pharmaceuticals to cattle.

EXPENDITURE CATEGORIES
Debt
Service on Bonds – $2,023,084
Bonds were issued in September 2009 and debt service payments began in March 2010. Payments escalated until reaching $2,019,275 in FY 2012 and continue at approximately that level for the remaining 28 years.

Special District Assessment and Taxes – $252,619
Kansas State Olathe owns 38 acres within the 91-acre Kansas Biosciences Park in Olathe, Kansas. A special benefit district was created to develop the infrastructure in the park and expenses are split proportionately between Kansas State and the Kansas Biosciences Authority. In addition, the property is subject to approximately $24,000 in additional special assessments in the area. K-State Olathe is responsible for payment of 41% of the $6.5 million in special assessments on the benefit district for the next 20 years.

Scholarships – $50,000
Kansas State University agreed, with the University of Kansas, to provide $50,000 per year in scholarships for
residents of Johnson County. Any unspent funds will carry forward to the next year. As programs increase in FY 2016, these funds will begin to be spent more rapidly.

**Facilities Operations, Maintenance and Deferred Maintenance - $1,341,500**
This amount represents the utility and maintenance costs for the facility, including custodial, engineering, security, AV/IT and landscape services. In addition, $500,000 is being set aside to finance a deferred maintenance reserve.

**Programmatic Personnel Costs - $1,213,856**
This includes the salaries and fringe benefits for the administrative staff.

**Academic Programs - $2,027,940**
These funds are used for personnel, fringe benefit costs, and program costs for the academic and research programs in animal health, food safety and security, and K-12 outreach programs in those focus areas. In addition, significant KSU funds and the tuition collected from courses at Olathe fund several graduate programs.

**General Administrative - $454,350**
This category covers office supplies, travel, marketing, audit, legal, and other administrative expenses. Information technology support is also included.
<table>
<thead>
<tr>
<th></th>
<th>Current year Budget FY 2016</th>
<th>Projected FY 2016</th>
<th>Proposed FY 2017</th>
<th>Estimated FY 2018</th>
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<tbody>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
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<tr>
<td>JCERT tax revenue</td>
<td>5,600,000</td>
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<td>KSU Allocation</td>
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<td>Tuition estimate</td>
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<td><strong>EXPENDITURES</strong></td>
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<td>Special Tax Assessment - Benefit district</td>
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<td><strong>Program Budget - Academic</strong></td>
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<td>Academic administration &amp; support</td>
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<td>Adult Education</td>
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<td>Veterinary Medicine</td>
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<td>104,367</td>
<td>109,000</td>
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<td>Engineering</td>
<td>107,000</td>
<td>178,730</td>
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<td>103,250</td>
<td>103,250</td>
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<tr>
<td>Horticulture</td>
<td>101,000</td>
<td>102,450</td>
<td>103,250</td>
<td>104,000</td>
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<tr>
<td>Hospitality Mgmt</td>
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<td>PSM Faculty</td>
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<td>100,000</td>
<td>100,000</td>
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<tr>
<td>Veterinary Medicine</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Tuition return to dept</td>
<td>60,000</td>
<td>60,000</td>
<td>60,000</td>
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<tr>
<td>Innovation Accelerator</td>
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<td>100,000</td>
<td>100,000</td>
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<tr>
<td>Scholarships</td>
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<td>Food program</td>
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<td>1,618,543</td>
<td>2,027,940</td>
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<td>164,307</td>
<td>239,000</td>
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<td>Information Technology</td>
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<td>122,675</td>
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<td>Subtotal General Administration</td>
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<td>1,668,206</td>
<td>1,327,081</td>
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<td>517,785</td>
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<td>310,000</td>
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<tr>
<td>Subtotal - Operations &amp; Maintenance</td>
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<td>1,339,645</td>
<td>1,341,500</td>
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<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
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<td>4,544,977</td>
<td>7,313,349</td>
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<td>Net (Rev-Exp)</td>
<td>(335,997)</td>
<td>2,419,943</td>
<td>371,136,146</td>
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<td>Carry forward - JCERT funds**</td>
<td>4,857,411</td>
<td>4,993,557</td>
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<tr>
<td>Carry forward - KSU funds</td>
<td>1,573,285</td>
<td>1,573,285</td>
<td></td>
<td></td>
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<tr>
<td>Balance Forward - All funds</td>
<td>6,094,699</td>
<td>371,136,146</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

** Total JCERT carry forward estimate includes:

Operating Reserve 1,095,400 1,140,200
Deferred maintenance 1,783,800 2,283,800
Scholarships 225,819 245,819
Unassigned carry forward 1,752,392 2,052,392
Total 4,857,411 5,722,211
3. Amend FY 2016 Capital Improvement Plan and Approve Architectural Program Statement for Construction of Addition to Kelce College of Business Facility – PSU

Greg Hoffman, Director of Facilities

Pittsburg State University (PSU) requests approval of the Architectural Program for a renovation and new addition to the Kelce College of Business. The renovation and expansion would provide appropriately-sized learning labs and much needed student common areas and organization offices. Public outreach program spaces would also be added. The main level would see larger learning labs for increased seating, Dean’s offices, Advising offices, Outreach offices, and an atrium to aid in circulation and provide student common areas and small retail spaces.

The campus main computer data server, phone distribution, and IT offices will remain on the main level at the north end of the existing building, but will have more separation from the Business College than exists today. The upper floor would include faculty offices and additional learning labs in various sizes to accommodate a variety of needs. Student space would be expanded and designed to provide different types of lounge settings for things like group study or more quiet areas. It is estimated that the expansion would add approximately 17,000 square feet to the existing facility. The Program document is for the entire project; however, phasing of the project may be necessary based on funding availability and/or maintaining occupancy during construction. The total project budget is estimated at approximately $18,500,000 from private gifts. The final program will be submitted to the Board of Regents Office in the near future. Approval is contingent on Board of Regents staff review.

4. Amend FY 2016 Capital Improvement Plan and Approve Architectural Program Statement for Rehabilitation on Templin Residence Hall – KU

The University of Kansas requests authorization for the Department of Student Housing (DSH) to improve ventilation to Templin Residence Hall, which opened in 1959. The building was remodeled extensively in 1997 into single-, two-, and four-person suites for 274 men and women. There are two existing makeup air units (MAUs) located on the roof that are undersized and have limited capabilities to dehumidify outdoor air. The exhaust systems are using more air than is made up by the MAUs. This condition creates a negatively pressurized building, which leads to infiltration of untreated air, which can bring unwanted humidity and dust throughout the hall. The MAUs serve floors two through nine, as well as a portion of the Visitor’s Center. This project will replace the two outdated, undersized units with two new dedicated outside air systems, in the size appropriate for this building. These will meet current ventilation requirements, positively pressurize the building, and reduce untreated outside air infiltration. The estimated total project cost is $1,090,000 and will be funded by the Department’s fee fund.
5. Amend FY 2016 Capital Improvement Plan and Approve Architectural Program Statement to Renovate Trotter Hall – KSU

Kansas State University requests authorization to amend the FY 2016 capital improvement project plan to renovate the veterinary anatomy labs on the third floor of Trotter Hall. Renovation of the labs will enhance the educational culture in addition to providing critical facilities updates. Currently the third floor is one large open space used for gross anatomy labs, microanatomy labs, as well as student study space. This combination of functions makes both teaching and studying difficult and is not ideal for current curriculum needs. The 12,905 square foot renovation will create separate functional spaces that will enhance the student learning experience and provide current equipment and facilities for the modern veterinary medicine classroom. The renovation will include a separate gross anatomy lab, a microanatomy lab, and a student lounge. An overhead track will be installed in the gross anatomy lab to allow specimens to be easily transported to and relocated among work stations.

An office suite with three faculty offices will also provide space to display some anatomical models and teaching specimens. The men’s and women’s restrooms will be reconfigured to make the space fully ADA compliant and each will have one shower room. A new 400 square foot cooler will be added to provide animal storage and new prep spaces will be installed to prepare animals for dissection. The renovation will also include existing office space north of the lobby where new acoustic ceiling tile, carpet and painting will be added. Mechanical, electric, plumbing and fire protection systems will also be updated to replace aging, inefficient systems and to meet the requirements of the renovated space. The estimated total project cost is $4.7 million of which $2.7 million will be funded from private gifts and the remaining amount will be funded from the College of Veterinary Medicine general fees funds (student tuition revenues).
6. Receive and Discuss Capital Improvement Requests for FY 2018 and Five-Year Plans – University System

Summary and Staff Recommendation

As required by Kansas law and in accordance with the format prescribed by the Division of the Budget, the campuses have submitted their FY 2018 capital improvement requests and five-year plans. Included as attachments are summaries of the universities’ requests and staff recommendations for the Board’s review and discussion. The Board will be asked to take action at the June meeting as the Capital Improvements are due to the Division of Budget on July 1, 2016.

Background

Capital improvement requests are due to the Division of Budget by July 1st each year, therefore, the Board has a process to review the institutional requests on first reading in May and act on those requests in June. Funding for capital improvements can come from a variety of sources as noted on the last page of the list of requested projects.

In recent years, the state has not been allocating State General Fund (SGF) for new building projects on a consistent basis; only on a project-by-project basis. For example, the Legislature and Governor supported $25 million in bonds for the new Health Education Building at KUMC with SGF appropriations for debt service, but other projects have not received any SGF support. Therefore, when state universities identify projects on the capital improvement plans that require state funding within Year 1 or 2 of the Five-Year Plan, KBOR staff usually does not support inclusion of that project unless state funds have already been appropriated, a specific funding source has been identified, or a designation of TBD (to be determined) is indicated.

The only consistent source of state funding for university buildings has been the Educational Building Fund (EBF), which typically provides approximately $35 million per year for rehabilitation and repair projects, but which has been reduced in FY 2016 to $29 million and $32 million in FY 2017. The Board has directed that EBF resources be used solely for deferred maintenance-type projects, to help address the deferred maintenance backlog. As reported in the fall 2014 biennial report on deferred maintenance, there is currently an estimated $829 million backlog in deferred maintenance. It is estimated that the system would need at least $100 million per year to provide timely upkeep of the 864 buildings on the Regents campuses. Even with a full EBF allocation of $35 million, and another $45 million the universities contribute from their operating budgets, we still fall short at least $20 million each year of properly funding our deferred maintenance, repair and rehabilitation projects. For that reason, the Board has requested $20 million each year from the Expanded Lottery Act Revenues Fund (ELARF), which derives its revenues from the state-owned casinos. Knowing that this fund is now completely obligated, primarily for repayment of debt obligations, this was not requested for FY 2017.

The 2016 Legislature, at the Governor’s recommendation, temporarily altered the allowable uses of the EBF to include information technology projects so that $8.0 million could be reduced from the universities’ SGF appropriations, replaced with $8.0 million available from the EBF. The Board had requested that $8.0 million be appropriated according to the standard allocation formula to the campuses for rehabilitation and repair projects.

Staff Recommendations

- Approve all projects funded by non-state funds (e.g. housing, parking, private gifts, restricted fees, etc.).
- Approve University System request for spending authority for Rehabilitation & Repair projects from the Educational Building Funds (EBF). Recent budget office guidance had reduced the EBF allocation to $29 million for FY 2016 and $32 million for FY 2017, however the expectation is that the full $35 million will again be available for FY 2018 and beyond for needed rehabilitation and repair projects.
A summary of the state funds requested from EBF for deferred maintenance rehabilitation and repair projects for FY 2018 through FY 2022 are as follows:

<table>
<thead>
<tr>
<th>FY</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2018</td>
<td>$35,000,000 *</td>
</tr>
<tr>
<td>FY 2019</td>
<td>35,000,000 *</td>
</tr>
<tr>
<td>FY 2020</td>
<td>35,000,000 *</td>
</tr>
<tr>
<td>FY 2021</td>
<td>35,000,000 *</td>
</tr>
<tr>
<td>FY 2022</td>
<td>35,000,000 *</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$175,000,000</td>
</tr>
</tbody>
</table>

*Legislation passed for FY 2017 has allocated $3.7 million of this amount annually for the debt service due on bonds for the East Seaton Hall Renovation and Addition project at Kansas State University.

- Approve the staff recommendation for individual building/infrastructure projects submitted from the universities for state appropriations in FY 2018, and those to be considered for future appropriations should the Board deem certain projects essential.

For over a decade, addressing the deferred maintenance of existing facilities has been a top priority with the Board and Legislature, yet insufficient state resources have been directed toward that purpose. Funding for the construction, maintenance and operation of new facilities has largely been left to other resources available to the University System. Nonetheless, requests for SGF support remains a vital potential funding source for not only new construction but also on-going maintenance and renovation.

Summary of state funds requested from SGF

<table>
<thead>
<tr>
<th>As Submitted (re: TABLE 1)</th>
<th>As Recommended (re: TABLE 2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2018 $20,060,000</td>
<td>FY 2018 $20,060,000</td>
</tr>
<tr>
<td>FY 2019 21,710,000</td>
<td>FY 2019 26,562,000</td>
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<td>FY 2020 20,000,000</td>
<td>FY 2020 25,500,000</td>
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<tr>
<td>FY 2021 45,000,000</td>
<td>FY 2021 45,000,000</td>
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<tr>
<td>FY 2022 20,000,000</td>
<td>FY 2022 20,000,000</td>
</tr>
<tr>
<td>TOTAL $126,770,000</td>
<td>TOTAL $137,122,000</td>
</tr>
</tbody>
</table>

List of individual building/infrastructure projects submitted for SGF support:

| FY 2018 WSU Central Energy Plant Cooling Tower Fan Replacement | $60,000 |
| FY 2019 WSU Central Energy Plant Cooling Tower Fan Replacement | $1,710,000 |
| ESU New Maintenance Facility * | $4,852,000 |
| FY 2020 ESU New Maintenance Facility * | $5,500,000 |
| FY 2021 KU Haworth Hall Renovation | $25,000,000 |
| FY 2022 | $0 |
| FY 2018-2022 KBOR Deferred Maintenance Program | $100,000,000 |
| TOTAL | $137,122,000 |

*Project has been included with SGF support by Staff Recommendation

Following are two tables of Capital Improvement requests, detailed in each institution’s Five-Year Plan:

**TABLE 1** includes all requests that have been submitted by each institution.  
**TABLE 2** includes all requests that have been recommended by KBOR staff for each institution.
<table>
<thead>
<tr>
<th>Agency/University Name and Project Titles</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>Subsequent Years</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td>374,005,000</td>
<td>79,780,000</td>
<td>64,585,000</td>
<td>1,610,000</td>
<td>58,965,000</td>
<td>2,800,000</td>
</tr>
</tbody>
</table>

**University of Kansas**

1. District Chilled Water Plant *
   - 2018: 10,100,000
   - 2019: 1,610,000
   - 2020: 690,000
   - Prior Years: 2,800,000
   - Current Year: 1,200,000
   - 2022: 1,140,000
   - State Funds: 50,000,000
   - Other Funds: 15,000,000

2. Bailey Hall HVAC Upgrades *
   - 2018: 4,700,000
   - 2019: 300,000
   - 2020: 2,800,000
   - Prior Years: 1,200,000
   - Current Year: 400,000
   - 2022: 10,000,000
   - State Funds: 40,000,000
   - Other Funds: 5,000,000

3. Chalmers Hall HVAC Upgrades *
   - 2018: 8,800,000
   - 2019: 600,000
   - 2020: 8,200,000
   - Prior Years: 9,565,000
   - Current Year: 9,665,000
   - 2022: 20,685,000
   - State Funds: 20,000,000
   - Other Funds: 600,000

4. Jayhawk Tower B Renovation *
   - 2018: 10,165,000
   - 2019: 600,000
   - 2020: 9,565,000
   - Prior Years: 1,000,000
   - Current Year: 3,000,000
   - 2022: 20,165,000
   - State Funds: 20,000,000
   - Other Funds: 1,000,000

5. Jayhawk Tower C Renovation *
   - 2018: 10,065,000
   - 2019: 400,000
   - 2020: 9,665,000
   - Prior Years: 1,000,000
   - Current Year: 400,000
   - 2022: 20,685,000
   - State Funds: 20,000,000
   - Other Funds: 600,000

6. Oliver Hall Renovation *
   - 2018: 23,785,000
   - 2019: 3,100,000
   - 2020: 20,685,000
   - Prior Years: 1,000,000
   - Current Year: 1,200,000
   - State Funds: 20,000,000
   - Other Funds: 1,000,000

7. Memorial Stadium Renovations *
   - 2018: 50,000,000
   - 2019: 5,000,000
   - 2020: 45,000,000
   - Prior Years: 10,000,000
   - Current Year: 5,000,000
   - 2022: 45,000,000
   - State Funds: 5,000,000
   - Other Funds: 40,000,000

**University of Kansas Medical Center**

8. Health Education Building
   - 2018: 75,000,000
   - 2019: 38,500,000
   - 2020: 35,000,000
   - Prior Years: 1,500,000
   - Current Year: 1,500,000
   - State Funds: 1,000,000
   - Other Funds: 33,000,000

9. Future Education Building *
   - 2018: 50,000,000
   - 2019: 50,000,000
   - 2020: 30,000,000
   - Prior Years: 30,000,000
   - Current Year: 30,000,000
   - State Funds: 30,000,000
   - Other Funds: 30,000,000

10. Parking Facility No. 5
    - 2018: 39,600,000
    - 2019: 20,100,000
    - 2020: 19,500,000
    - Prior Years: 19,500,000
    - Current Year: 19,500,000
    - State Funds: 19,500,000
    - Other Funds: 19,500,000

11. Parking Lot/Garage Maintenance & Improvements
    - 2018: 4,000,000
    - 2019: 500,000
    - 2020: 500,000
    - Prior Years: 500,000
    - Current Year: 500,000
    - State Funds: 500,000
    - Other Funds: 500,000

12. Applegale Energy Center Chiller Replacement
    - 2018: 1,000,000
    - 2019: 1,000,000
    - 2020: 1,000,000
    - Prior Years: 1,000,000
    - Current Year: 1,000,000
    - State Funds: 1,000,000
    - Other Funds: 1,000,000

13. Courtyard Renovation Phase II **
    - 2018: 1,500,000
    - 2019: 1,500,000
    - 2020: 1,500,000
    - Prior Years: 1,500,000
    - Current Year: 1,500,000
    - State Funds: 1,500,000
    - Other Funds: 1,500,000

14. Surgical Skills Lab **
    - 2018: 2,750,000
    - 2019: 2,750,000
    - 2020: 2,750,000
    - Prior Years: 2,750,000
    - Current Year: 2,750,000
    - State Funds: 2,750,000
    - Other Funds: 2,750,000

**Total**

- State Funds: 236,850,000
- Other Funds: 60,600,000
- Prior Years: 55,000,000
- Current Year: 6,250,000
- 2019: 5,000,000
- 2020: 5,000,000
- 2021: 5,000,000
- 2022: 5,000,000
- 2023: 5,000,000
- 2024: 5,000,000
## TABLE 1
 FY 2018 CAPITAL IMPROVEMENT REQUESTS - SUMMARY OF INSTITUTION SUBMITTALS (Page 2)

<table>
<thead>
<tr>
<th>Agency/University Name and Project Titles</th>
<th>Total Project Cost</th>
<th>2018 State Funds</th>
<th>2018 Other Funds</th>
<th>2019 State Funds</th>
<th>2019 Other Funds</th>
<th>2020 State Funds</th>
<th>2020 Other Funds</th>
<th>2021 State Funds</th>
<th>2021 Other Funds</th>
<th>2022 State Funds</th>
<th>2022 Other Funds</th>
<th>Subsequent Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 East Seaton Hall Renovations and Addition</td>
<td>75,000,000</td>
<td>11,000,000</td>
<td>45,000,000</td>
<td>11,000,000</td>
<td>800,000</td>
<td>800,000</td>
<td>800,000</td>
<td>800,000</td>
<td>800,000</td>
<td>800,000</td>
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</tr>
<tr>
<td>2 Parking Lot Improvement</td>
<td>5,600,000</td>
<td>820,000</td>
<td>845,000</td>
<td>870,000</td>
<td>895,000</td>
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<td>6 Chilled Water Plant &amp; Campus Distribution Inf. Loop</td>
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<td>8 Video-Sound System Upgrades</td>
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<td>9 Samaritan Welcome Center - E. Memorial Stadium</td>
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<td>15 Pittman Freezer Repairs **</td>
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<td>16 CVM Kansas Veterinary Diagnostic &amp; Research Center**</td>
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<td>24 KSU Polytechnic Apartment Complex *</td>
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<td>32 Bramlage Roof Replacement *</td>
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<td>33 Bill Snyder Family Stadium Field Walls/Turf Replacement*</td>
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<td>34 Large Animal Research Center Expansion - Phase I &amp; II *</td>
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<td>35 Trotter 1st Floor Clinical Skill Lab / Lobby Renovation *</td>
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<td>36 New Jardine Apartment / Residence Hall</td>
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<td>38 Hale Library 1st Floor Remodel *</td>
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<tr>
<td>39 Boyd Hall Elevator *</td>
<td>1,180,000</td>
<td>610,000</td>
<td>570,000</td>
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<td>40 Putnam Elevator *</td>
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<td><strong>Wichita State University</strong></td>
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<td>5 Eck Stadium / Home of Tyler Field - Ph. V Improvements</td>
<td>8,802,400</td>
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<td>6 Charles Koch Arena Expansion &amp; Renovation</td>
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<td>7 Charles Koch Arena Premium Seating Addition</td>
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<td>8 Innovation Campus Utilities &amp; Infrastructure</td>
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<td>9 Innovation Campus New School of Business</td>
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<td>10 Raze Fairmount Towers*</td>
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<td>4 New President's Residence</td>
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**Grand Total All Funds**

2,158,524,083 558,525,355 292,108,294 69,045,000 166,394,734 86,337,000 137,369,169 79,060,000 175,577,800 135,820,000 74,300,000 138,300,000 168,400,000 125,600,000 158,650,000 6,850,000

**FUNDING SOURCES:**

AA - Athletic Association
HF - Housing Funds
PF - Parking Fees
RB - Revenue Bonds
SB - State Bonds
T - Tuition
TBD - To Be Determined

SBF - Educational Building Fund
IMP - Infrastructure Maintenance Program
PI - Private Gifts
RI - Research Institute
SF - Student Fees
U - Union
F - Federal

ELARF - Expanded Lottery Act Revenues Fund
KBA - Kansas Bioscience Authority
IMP - Public Private Partnership
RF - Restricted Fees
SGF - State General Fund
U - University Resources
SU - Student Union

VMR - Veterinary Medicine Revenue
CERTA - County Education Research Triangle Authority
URI - University Resources
UF - University Funds
WSIA - Wichita State Innovation Alliance

* Completed Architectural Program Statement
** Completed Preliminary Program Statement
* Project Not Previously Approved For 5-Year Plan
** Approved For 5-Year Plan During FY 2017
### FY 2018 CAPITAL IMPROVEMENT REQUESTS - SUMMARY OF STAFF RECOMMENDATIONS

#### (Page 1)

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<th>Agency/University Name and Project Titles</th>
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### Kansas Board of Regents

**May 1, 2016**

**TABLE 2**

FY 2018 CAPITAL IMPROVEMENT REQUESTS - SUMMARY OF STAFF RECOMMENDATIONS

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<th>Agency/University Name and Project Titles</th>
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</table>

**FUNDING SOURCES:**
- AA - Athletic Association
- HF - Housing Funds
- EBF - Educational Building Fund
- RFP - Infrastructure Maintenance Program
- KBA - Kansas Bioscience Authority
- KPB - Public Private Partnership
- VMR - Veterinary Medicine Revenue
- CERTA - County Education Research Triangle Authority
- WSIA - Wichita State Innovation Alliance
- SF - Student Fees
- PF - Parking Fees
- PG - Private Gifts
- SF - Student Fees
- RF - Restricted Fees
- SGF - State General Fund
- UI - University Interest
- RB - Revenue Bonds
- SB - State Bonds
- T - Tuition
- TSB - To Be Determined
- PG - Private Gifts
- RI - Research Institute
- U - Union
- F - Federal
- T - Tuition

*Completed Architectural Program Statement
**Completed Preliminary Program Statement
*Project Not Previously Approved For 5-Year Plan
**Approved For 5-Year Plan During FY 2017
7. Approve Amended Memorandum of Agreement Between the University of Kansas Laborers’ International Union of North America (LiUNA), Public Service Employees Local Union 1290PE, Representing Lawrence and Edward Campus’ Service and Maintenance Workers – KU

Theresa Schwartz, Associate General Counsel

Summary and Staff Recommendation

The University of Kansas requests that the Board approve proposed Amendments to a Memorandum of Agreement (MOA) between the University of Kansas and the Laborers’ International Union of America (LiUNA), Public Service Employees Local Union 1290 (1290PE). The majority of the changes are adjustments to existing processes. The one substantive change in Article V, Section 4 (Overtime) is a $.10 per hour increase in shift differential rates. This increase will be self-funded from internal reallocation of funds. Board Staff has reviewed the agreement for compliance with Board policies, and state and federal law and has found no conflict. Staff therefore recommends approval of the Memorandum of Agreement and authorize the Chair to execute the Agreement on behalf of the Board.

Background

The Public Employer-Employee Relations Act (PEERA) (pursuant to which state agencies are required to meet and confer with their employees’ recognized bargaining units over terms and conditions of employment) first took effect in 1972.² In 1983, the Kansas Supreme Court held that the Kansas Board of Regents is the appropriate governing body for purposes of PEERA and therefore “must approve any proposed agreement in order to make it binding and effective.”³ Thus, for many years, the Board has performed the role of approving agreements that are negotiated between the universities and the certified representatives of university employee bargaining units. The Kansas Secretary of Administration must also approve such agreements, after Board approval is given.

The University bargaining unit currently represented by Laborers’ International Union of North American (LiUNA), Public Service Employees Local Union 1290PE at the University of Kansas was certified by order of the Public Employee Relations Board in 1973. The unit has been represented by the Laborers’ International Union of North American (LiUNA), Public Service Employees Local Union 1290PE since it was re-chartered on April 11, 2008. An Order to Amend (Case #75-UCA-1-2016) was issued by the Public Employee Relations Board effective March 11, 2016, to modify the list of job classifications included in the bargaining unit from the previous ruling in 1993 (75-UCA-7-1993). The bargaining unit consists of approximately 500 skilled craft and service/maintenance workers.

The last amendment to the MOA between the unit and the University was approved by the Board on August 30, 2013, and had a duration of two years with provisions for annual renewal after that date. On April 23, 2015, the union notified the University they wished to open the memorandum regarding wages, and the University concurred on April 29, 2015.

Meet and confer sessions were held from May 28, 2015, through March 31, 2016. As a result of these negotiations, on March 31, 2016 tentative agreement was reached on all opened articles. The members of LiUNA, 1290PE voted on April 20, 2016, to ratify the Memorandum of Agreement.

Proposed Board Action and Recommendation

The University of Kansas asks that the Board approve the proposed amendments to the MOA, which are outlined below. Board Staff has reviewed the amendments, and found nothing that conflicts with Board policies, or state

² K.S.A. 75-4321 et seq.
and federal law. Staff therefore recommends the Board approve the Amendments to the MOA and authorize the Chair to execute all associated documents.

**Summary of Changes from Existing Agreement**

Articles opened and amended are summarized below.

**The Preamble and Article I, Recognition**
Changes eliminated classifications no longer used after the completion of the Classification and Market Study, and included Appendix A to list salary ranges for the covered job titles.

**Article III, Section 2, Union Management Cooperation**
Changes reflect the current listing of individuals protected from discrimination by University policy.

**Article IV, Wages**
Changes outline the current KU salary administration processes. No salary increases were offered, given current budgetary constraints.

**Article V, Overtime**
Changes create overtime rotation across the departments of Facilities Services and Central Operations and Maintenance overall, rather than by shop within those departments. In Section 4, shift differential amounts for night shifts were increased from $.30 hourly to $.40 hourly and from $.50 hourly to $.60 hourly. Shift differential will only be awarded based on the employees’ primary shift. The increases were self-funded by internal reallocation without requesting additional, external funds. A special provision for annual “true-up” payments was included for three individuals in the Power Plant whose primary rotating shift spans two shift differential eligible time periods.

**Article VIII, Flex Time**
Changes clarify current KU flex time processes and give the final authority for its approval to the Department of Human Resources.

**Article IX, Leave of Absence**
Changes were made in anticipation of Kansas Board of Regents policy changes for vacation leave for university support staff and to allow funeral leave for other qualified adults consistent with University policy for other employees. This change is made contingent upon the Board’s approval of the policy change.

**Article X, Holidays**
Changes remove reference to civil service and clarify the meaning of holiday credit.

**Article XI, Benefits**
Changes make reference to a key website, update flexible spending account information, and clarify employee notice of changes.

**Article XII, Orientation**
Changes include a request procedure from the Union for a list of employees serving on probationary status.

**Article XIV, Length of Service (Seniority)**
Changes remove reference to civil service, clarify notice methods, include the University’s furlough policy, and update layoff procedures.
Article XV, Probation
Changes clarify probationary status language and include a voluntary return to a former job option at the University’s discretion if an employee fails the probationary period.

Article XVI, Announcing Job Openings
Changes eliminate vacancy postings on physical bulletin boards in lieu of electronic postings.

Article XX, Grievance Procedure
Changes include the provision of an available Law School faculty member from the University Judicial Board to serve on the Labor Management Committee to review grievances at Step 4 of the process. The type of information made available to grievance parties was clarified, and the final agency authority was defined as the Director of Human Resource Management.

Article XXI, Employee Evaluation and Appeal
Changes reference an electronic evaluation methodology, include a five (5) category rating scale, clarify language denoting probationary status, and denote ineligibility of union stewards for membership on the evaluation appeal committee.

Article XXIII, Job Descriptions and Job Titles
Changes clarify the notice methodology to the Union when job titles are altered.

Article XXIV, Discipline
Changes clarify the definition of discipline, the timeframe within which it should occur, the electronic methodology for recording discipline, the ineligibility of Union stewards for the disciplinary action hearing board, the clarification of hearing scheduling procedures, and the notice to the Union about hearing board changes.

Article XXVI, Policy and Procedures
Changes reference the University’s Policy Library as the primary source for campus policies.

Article XXXI, Duration and Termination
Update includes establishing a two year duration for this Memorandum of Agreement, extending it to July 1, 2018. The automatic renewal section remains unchanged.
8. Approve Amended Memorandum of Agreement Between the University of Kansas Lawrence Campus and Kansas University Police Officers Association, Representing Lawrence Campus Police and Safety and Security Officers, and Edward Campus Safety and Security Officers – KU

Summary and Staff Recommendation
The University of Kansas requests that the Board approve the proposed Amendments to the Memorandum of Agreement (MOA) between the University of Kansas and the Kansas University Police Officers Association. The proposed amendments include: a current listing of individuals protected by University policy on discrimination; elimination of out-of-date language to reflect current salary administration practices; modification of shift hours for Security Officers in order to meet campus security needs; clarification of lunch breaks and adequate notice of permanent shift changes; changes in the shift bid cycle to incorporate length of service for shift preference; and other changes to incorporate title and department name changes, utilize gender-neutral language, and delete out-of-date statements. Board Staff has reviewed the agreement for compliance with Board policies, and state and federal law and has found no conflict. Staff therefore recommends that the Board approve the Amendments to the MOA and authorize the Chair to execute the Agreement on behalf of the Board.

Background
The Public Employer-Employee Relations Act (PEERA) (pursuant to which state agencies are required to meet and confer with their employees’ recognized bargaining units over terms and conditions of employment) first took effect in 1972. In 1983, the Kansas Supreme Court held that KBOR is the employer as well as the appropriate governing body for purposes of PEERA and therefore the Board “must approve any proposed agreement in order to make it binding and effective. K.S.A. 75-4331.” Thus, for many years the Kansas Board of Regents has performed the role of approving agreements that are negotiated between Universities and the certified representatives of employee bargaining units. The Kansas Secretary of Administration must also approve such agreements, after Board approval is given.

The police unit at the University of Kansas was certified by order of the Public Employee Relations Board (PERB) on September 21, 1988. The unit has been represented by the Kansas University Police Officers Association, affiliated with KAPE/AFT, since that 1988 certification and consists of Police Officers, Police Investigators, and Security Officers, at the University of Kansas, at both the Lawrence and Edwards Campuses. The bargaining unit now represents approximately 33 employees.

The last Memorandum of Agreement between the unit and the university was approved by the Board in 2013 with a duration of two years, with automatic yearly renewal occurring thereafter.

On June 11, 2015, KAPE/AFT notified the university that it wished to open Articles 5 and 7. The University stated its intent to open Article 6 on June 16, 2015. Meet and confer sessions were held on October 5 and 19, 2015, resulting respectively in tentative agreement on amendments to Articles 7 and 6. In a meet and confer session held on March 14, 2016, tentative agreement was reached on modifying Article 5, as well as agreeing to allow “clean-up” language changes to Article 3 and where otherwise needed.

The members of Kansas University Police Officers Association voted on April 6, 2016, to ratify the Memorandum of Agreement.

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4 K.S.A. 75-4321 et seq.
Proposed Board Action and Recommendation

Board staff has reviewed the proposed amendments to this MOA and finds that they comply with Board policies, as well as state and federal law. Staff therefore recommends that the Board approve the MOA as amended and authorize the Board to Chair to execute it on behalf of the Board.

Summary of Changes to MOA Between KU and KAPE/AFT

Articles 1-2, 4, and 8-17 were not opened for negotiation and, therefore, remain unchanged except for minor wording changes as noted below.

Article 3, Section b was changed to provide an accurate listing of all categories of non-discrimination.

Article 3, Section b: Employee Organization Management Cooperation

It is agreed by the Employee Organization and the University that, as governed by all pertinent Federal and State laws, regulations and directives, there will be equal opportunity and encouragement to applicants for Employee Organization membership or employment in the appropriate unit to secure and hold Employee Organization membership or employment in any field or work for which they are properly qualified, without discrimination on the basis of race, color, ethnicity, religion, sex, national origin, age, ancestry, disability, status as a veteran, sexual orientation, marital status, parental status, gender identity, gender expression and genetic information. as to race, religion, handicap, color, age, sex, sexual preference, marital or parental status, or ethnic or national origin.

Article 5, Sections b, c.1, and d were changed to reflect current salary administration practices.

Article 5 – Career Advancement/Salary & Wages

Section b: Commissioned police officers and security officers will be offered an annual membership to the Ambler Student Recreation Center paid for by the University. If the membership is not used at least 40 times during the membership year, it may not be renewed in the subsequent year. However, membership may be reinstated after one year of ineligibility. Adjustments to the minimum usage due to personal circumstances may be requested by the employee and may be authorized by the University, at its sole discretion.

c. 1. The University agrees to compensate Unit employees will be compensated at their regular rate of pay for attendance at non-voluntary training. Time used for such training will be considered as time worked for purposes of determining eligibility for over-time pursuant to the Fair Labor Standards Act.

Effective with the first pay period of fiscal year 2012, the University agrees that Unit officers will not be required to adjust their work schedule for time spent in non-voluntary training that occurs on their scheduled days off or at a time that is not consecutive to their work shift. This section does not apply to unit employees acting as instructors of non-voluntary training.

Section d: The University has established salary ranges and some new job titles for covered positions as provided on the Human Resource Management website

(http://humanresources.drupal.ku.edu/job-title-table) and in Appendix A. Assuming that ratification by the Union, the Board of Regents, and the Kansas Department of Administration can be achieved by October 31, 2013, then effective November 10, 2013, for those covered.
employees whose hourly rates are below the new salary range hourly rate minimum, the University will adjust those employees’ hourly rate to the new salary range hourly rate minimum. Those amounts will remain a part of the employees’ base salaries. The starting hourly rate of the hiring range for the covered job titles will also be raised to the new minimum rate.

A chart indicating the conversion to new job titles is provided as Appendix B. The new job titles will be deemed as covered pursuant to Article I of this Memorandum of Agreement.

The University ascribes to the principle of merit-based pay. Therefore, in order to bring the covered employees in line with the compensation distribution method applied to other University employees, future wage increases for eligible covered employees will be based on merit/performance. In order to qualify for a merit/performance increase, eligible covered staff will be required to have a current overall annual performance rating of satisfactory or higher and cannot have been subject to formal disciplinary action during the rating period being evaluated.

Over the course of the duration of the MOA, at the discretion of the University and with the availability of funding, the University, without meeting and conferring with the Union, may award hourly rate increases within the salary ranges to individuals for skill enhancements, performance incentives, and for the assignment of additional and/or more complex job duties.

Longevity bonuses will not be provided to covered employees with less than 10 years of service as of November 10, 2013. Current employees who are eligible for longevity bonuses as of November 10, 2013 will have the amount of the longevity bonus moved into their base salaries and paid out biweekly.

Over the course of the duration of the MOA, without the necessity of meeting and conferring with the Union, at its discretion and when funds are available, the University may make periodic changes to the salary structure to reflect the market as identified by the University. Any resulting salary increases authorized for covered employees will be dependent on availability of funds. Before any changes to the salary structure become effective, the University will allow the Union an opportunity to provide input.

If during the duration of this agreement the University identifies funds available for a merit pool, the University will grant increases pursuant to the provisions of this article. Nothing herein shall be construed as a guarantee that a merit increase pool will be available.

Article 6, Section e was changed to allow 8 ½ or 10 hour day shifts, evening or night shifts for security officers to meet campus departmental needs. Staff having 10 hour shifts would have a paid lunch.

**Article 6. Work Periods**

Section e: 3) Security Officers will be scheduled for eight (8) hours each work day with an unpaid one half hour lunch period on either 8 ½ or 10 hour day shifts, evening or night shifts based on the needs of the University departments being served. Employees assigned to 10 hour shifts will be on duty during the entire shift. A 30 minute unpaid lunch period is required for employees on all other shifts. If Security Officers are permanently moved to a different shift, they will be notified 1 month in advance except in emergency circumstances. Security Officers may be temporarily moved to a different shift to meet the staffing needs of the University.

Article 7, Section b was changed to incorporate seniority for preference in the shift bidding and rotation process.
Article 7, Section b – Patrol Unit Shift Assignments

Section b: 1) Bidding for shifts will be conducted semi-annually. The first order of assigning shifts will be from the highest point totals to the lowest point totals using the criteria listed in Section d (below) until as many officers’ first choices for shift assignments have been made. The process will then be repeated for the officer’s second and third choices for shift assignments. No officers will indicate as their first choice their most recently assigned regular shift on which they have served the majority of the time in each of the past two (2) bid cycles. Within a ten (10) cycle period, an officer with less than eight (8) years of experience as a police officer on the KU-Lawrence campus will be required to serve on each of the three shifts (A, B, and C). Any officer with eight (8) or more years of experience as a police officer on the KU-Lawrence campus is only required to serve on each of the two shifts.

2) Notwithstanding the provisions identified below, at least one (1) officer with three (3) or more years of departmental police experience will be assigned to each shift or work unit when possible. Adjustments may be made to provide a balance of experience on each shift.

Additional minor wording changes were made as noted below with mutual agreement of the union and the University.

- Changed all references from Director of Public Safety to Chief of Police.
- Changed all references from Human Resources to Human Resource Management.
- Changed all references from Director of Human Resources to Director of Human Resource Management.
- Struck “his or her” from last sentence of Article 6, section f,5).
- Changed “manning” to “staffing” in first sentence of Article 7 and “manpower” to “staffing” in the first sentence of the second paragraph of Article 7.
- Struck “his” from second sentence of and changed “manning” to “staffing” in the last sentence of Article 7, section c.
- Struck “for vacation accrual purposes” from the second sentence of Article 7, section d,1).
- Struck from Article 11, section c the sentence: “A sample form used to request coverage under K.S.A. 46-922 et seq. and a copy of K.S.A. 46-922 et seq. are provided as an addendum to this memorandum.”
9. Approve Amended Memorandum of Agreement Between the University of Kansas Medical Center and the University of Kansas Medical Center Chapter of Fraternal Order of Police (FOP) – KU

Summary and Staff Recommendation

The University of Kansas Medical Center requests that the Board approve Amendments to a Memorandum of Agreement (MOA) between the University and the University of Kansas Medical Center chapter of the Fraternal Order of Police (FOP). The proposed amendments include wage increases, increased shift differentials, identifying a new entity to provide the list of individuals qualified to serve as arbitrators, reallocating sharing of arbitration expenses, establishing a residential requirement, a new appeal process in connection with performance ratings, and establishment of a labor management committee, as well as a few minor changes to formatting and article titles. Board staff has reviewed the proposed amendments for compliance with Board policy as well as state and federal law and, finding no conflict, recommends approval of the Amendments to the MOA and authorizing the Chair to sign any necessary documents on behalf of the Board.

Background

The Public Employer-Employee Relations Act (PEERA) (pursuant to which State agencies are required to meet and confer with their employees’ recognized bargaining units over terms and conditions of employment) first took effect in 1972. In 1983, the Kansas Supreme Court held that the Kansas Board of Regents is the appropriate governing body for purposes of PEERA and therefore “must approve any proposed agreement in order to make it binding and effective.” Thus, for many years, the Board has performed the role of approving agreements that are negotiated between the universities and the certified representatives of university employee bargaining units. The Kansas Secretary of Administration must also approve such agreements, after Board approval is given.

The Memorandum of Agreement in question was last approved by the Board at its May 2012 meeting, and has a term of three years, with an automatic yearly renewal occurring thereafter. The FOP bargaining unit now represents approximately 18 KUMC employees. Meet and confer sessions concerning this Agreement began in Spring 2015, and ratification by the FOP was finalized by the University and the FOP on March 4, 2016.

Proposed Board Action and Recommendation

Board staff has reviewed this MOA and finds that the proposed amendments to it comply with Board policies, as well as state and federal law. Staff therefore recommends that the Board approve the MOA as amended and authorize the Board to Chair to execute all associated documents.

SUMMARY OF CHANGES TO MOA BETWEEN KUMC AND FOP

Article 14: Salary

This article was changed to include provision for wage increases during the term of the Agreement when funding is available as follows: A) Employees, who receive an employee evaluation rating of “meets expectations” shall receive the entire amount of the allocated wage increase; B) Employees, who receive an employee evaluation rating higher than “meets expectations” shall receive the entire amount of the allocated wage increase and shall also, receive an additional amount at the discretion of the employer; C) Employees who receive an employment evaluation rating lower than “meets expectations” may receive a wage increase at the discretion of the employer. Any salary increases will be paid using internal reallocation methods or are contingent upon receipt of additional funds.

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6 K.S.A. 75-4321 et seq.
Article 15: Shift Differential
The shift differential rate was changed from $.30/hour to $.45/hour. Any rate increases will be paid using internal reallocation methods or are contingent upon receipt of additional funds.

Article 17: Residential Requirement
The prior agreement did not include a residential requirement. The current Agreement contemplates that employees in the bargaining unit will reside within a forty-five minute response time the KUMC campus.

Article 31: Bereavement Leave
The article title was changed from “Death Leave” to “Bereavement Leave.” In addition, the article now provides that leave will be granted for up to three working days and that additional days (not to exceed six working days) may be granted on showing that circumstances require travel out of the surrounding area or showing that an earlier return would work a hardship upon the employee. The article also now defines “immediate family.”

Articles 38 & 39: Seniority and Disciplinary Action
Section numbers were added to these articles. There are no other changes.

Article 40: Grievances
At the FOP’s request, Section 4, Paragraph 2 was changed. The prior article provided that the parties would request a list of individuals who would be qualified to act as arbitrator from the Public Employees Relations Board. The article now provides that the list will be requested from Federal Mediation and Conciliation Services. Section 4, Paragraph 3.d was also changed. The change alters the procedure followed once the arbitrator renders a ruling. Section 4, Paragraph 3.e. was charged concerning payment of expenses. The article previously provided that the party calling a witness paid the witness’ expenses and compensation. The article now provides that expenses are shared equally.

Article 42: Injury Leave
Article 42 is new to the Agreement. It provides that bargaining unit members, who sustain a qualifying injury, as determined by the employee’s appointing authority, shall be eligible for job injury in accordance with K.A.R. 1-9-22.

Article 45: Evaluation Appeals
Article 45 is new to the Agreement. The article sets forth the appeal process for any non-probationary employee who receives an annual performance rating that is lower than a rating of “meets expectations.” If appealed and not resolved through the internal appeal process, the article provides that final determination of the performance rating is made by a committee appointed by the Associate Vice Chancellor of HR.

Article 46: Labor Management Committee
Article 46 is new to the Agreement. It provides that upon request of either party, KUMC and the unit will meet to discuss employer/employee relations and working conditions for bargaining unit members to promote harmonious relationships between the parties. The parties will not be required to meet more than two times per year.
C. Governance

1. Act on Proposed Amendments to the Board’s Leave Policy

Regent Bangerter
Elaine Frisbie
VP, Finance & Administration

Summary and Recommendation

K.S.A. 76-715b, as first enacted in 2006, authorized the Board of Regents to adopt a policy allowing state universities to provide leave time to their classified employees in an amount that could differ from what other state classified employees earned but that could not exceed the amount provided to unclassified employees of the state universities. At that time, it was recommended that an amendment to K.S.A. 76-715b be pursued to give the Board authority to offer enhanced benefits to employees in University Support Staff (USS) positions. Despite unsuccessful attempts in 2007 and 2008 to get this statutory amendment, classified employees at the state universities nevertheless elected to convert to USS, with the last such conversions occurring in 2014. K.S.A. 76-715b was then amended in 2015 to allow the Board to offer enhanced annual leave to USS. The universities now request further enhancement of the annual leave benefits for all USS employees, so that all staff at the universities accumulate the same amount of leave under the same conditions. The Council of Business Officers and the Council of Presidents have reviewed this aspect of the amendments to policy and recommend approval.

A second amendment to Board Policy is recommended by staff in order to remove language that recently became unnecessary due to a 2015 U.S. Supreme Court decision.

Background—Annual Leave Policy

The 2005 Legislature passed a bill authorizing the Board of Regents to allow any state university to convert classified staff positions to unclassified university support staff (USS) positions. A provision of this bill specified that those classified employees whose positions were converted would retain all leave benefits that had been provided to them under the State of Kansas civil service system. A year later, in 2006, the Legislature passed a bill authorizing the Board of Regents to adopt a policy to provide annual leave to classified employees in the Regents system different than what other state classified employees receive, but not greater than the amount of leave unclassified, non-faculty employees of the institution receive. This 2006 legislation did not amend the 2005 USS conversion legislation or make provision for enhancing USS leave benefits commensurate with state university classified staff leave benefits. During the 2007 Legislative Session, the Board of Regents sought changes to the law to allow the Board to place USS on the same footing as state university classified staff with regard to these leave benefits. The proposed legislation did not pass.

Acting through the Council of Business Officers (COBO), the Council of Presidents (COPS), nevertheless directed the Advisory Committee on Retirement and Benefits (ACORB) to develop recommendations regarding a potential increase in leave for classified staff. In 2007, ACORB took the proposal developed by COBO, studied the annual leave accruals and payouts for classified employees in the state system and unclassified, non-faculty employees in the Regents system, as well as the Fair Labor Standards Act requirements for non-exempt personnel, and made a number of recommendations, including the differentiation of leave benefits according to years of service.

After requesting and receiving additional information from the campuses regarding the business case for the requested changes, the Board at the time voted to approve the requested policy amendment to enhance the leave of this group of employees in the manner recommended by the universities. The Board again pursued changing the USS and classified employee enhanced leave statutes during the 2008 session to allow such benefits to USS. (At that time, only one campus had elected to make the conversion. However, it was felt that others would be reluctant to follow suit if doing so would make them ineligible for the enhanced leave.) The legislation again was not passed.

Over the course of the next few years, from 2012 through 2014, all of the university classified employees elected to convert to USS. In 2014, because there were no longer any classified employees at the state universities, the
Board again asked the Legislature to amend K.S.A. 76-715b, this time arguing that it was now obsolete unless it also allowed for enhanced leave benefits to be conferred on USS. The amendment passed in 2015.

The universities are therefore now requesting further enhancement of the annual leave benefits for these USS employees.

**Recommendation**

Each university supports changing the annual leave policy for USS positions so annual leave accruals for USS are consistent for all university staff. Since university classified state service employees have now all moved to USS positions, there is no longer this traditional statutory distinction between university employees. Generally, unclassified professional employees support the teaching, research, and administrative functions of the university and are executive and managerial in nature. USS employees also support the teaching, research and administrative functions of the university while they perform work associated with maintenance, clerical and business office functions, public safety, and are the first line supervisors of these groups. Each university now has the opportunity to establish compensation, classification and evaluation policies for all university employees that fit within its campus culture. Establishing uniform annual leave policies across the system is aligned with the transition occurring with the management of employees at each university.

This policy change would primarily affect all University of Kansas USS employees, and those USS employees at the University of Kansas Medical Center and other universities who have less than ten years of state service. The leave change approved by the 2008 Board provided classified employees with ten or more years of state service essentially the same annual leave accrual as unclassified professional employees. The annual leave policy for those employees remained the same when they transferred to USS. The proposed policy change will enhance the annual leave accrual for USS employees beyond the enhancement that was approved for these employees in 2008, but provides consistent annual leave accrual for all unclassified professional and university support staff employees in the state university system.

There is not a direct expense to implement this policy but there is an “opportunity” cost that increases the leave accrual liability reported in the annual financial reports and results in a minimal loss of productivity that the universities indicate will be managed at each campus. The estimated opportunity cost to implement the annual leave change system-wide is approximately $2.3 million or .33% of the total annual cost of payroll.

The Council of Business Officers and the Council of Presidents have reviewed this request and recommend approval.

**Use of Sick Leave and Bereavement Leave for Spouses**

Additionally, the holding in a recent US Supreme Court decision impacts current Board Policy which allows leave in connection with the sickness or death of someone with whom an employee has been living “in a committed personal relationship.” Staff recommends returning the policy to the original language, which permits such leave for married employees.

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Proposed Amendment

C  CHIEF EXECUTIVE OFFICER, FACULTY AND STAFF

Unless otherwise specifically stated, as used in the following provisions, the term “unclassified staff” does not include those positions that have been converted from classified to unclassified pursuant to K.S.A. 2011 Supp. 76-715a, and amendments thereto (i.e. University Support Staff). The words “benefits-eligible” and “full-time” as used herein shall not include positions or employees who are deemed to be full-time exclusively by virtue of the state of Kansas Health Care Commission’s determination of eligibility for purposes of employer-provided healthcare coverage. The terms “spouse” and “family” shall be defined in accordance with applicable United States Supreme Court holdings.

10 LEAVES

d  Sick Leave of Unclassified Employees

i  Unclassified employees shall accumulate sick leave at the rate of 3.7 hours per biweekly pay period with no limit on the number of hours which can be accumulated. Sick leave for unclassified employees on less than full-time appointments shall be reduced proportionately. Sick leave accumulations for persons on sabbatical leave shall be proportionate to the pay status during that leave. No sick leave shall be awarded for periods when unclassified employees are on leave without pay.

ii  Sick leave with pay may be granted only for the necessary absence from duty because of the personal illness, disability or legal quarantine of the employee; or the personal illness or disability of a member of the employee's family or other qualified adult when the illness or disability reasonably requires the employee to be absent from work. "Personal illness or disability" shall be defined to include pregnancy, termination of pregnancy, adoption, childbirth and the recovery there from. "Employee's family" shall include persons related to the employee by blood, marriage or adoption and minors residing in the employee's residence as members of the employee’s household. “Other qualified adult” means an individual with a committed personal relationship with an unclassified employee and who lives in such unclassified employee’s household.

iii  If upon retirement, or upon termination of employment when retirement eligible, an unclassified employee has accrued 800 or more hours of sick leave, the employee shall be compensated for accumulated sick leave in accordance with the provisions of K.S.A. 75-5517 as amended.

iv  If a separated unclassified employee returns within a year to an eligible position, the sick leave balance that the employee had upon termination is reinstated. Such reinstatement does not apply to an unclassified employee who retires and returns to the Board of Regents service after retirement.

v  Each state university shall adopt appropriate procedures for administering this policy.

g  Annual Leave for Unclassified Employees, Including University Support Staff

i  Persons appointed to unclassified faculty positions of less than 12 months do not accumulate or earn annual leave. Their academic duties are closely related to the presence of students on campus. Student recesses offer persons appointed to positions that do not earn annual leave an opportunity to engage in research and perform other necessary professional duties. In consideration of the professional nature of a faculty position, faculty members are expected to fulfill appropriate, professional and departmental responsibility throughout the academic year, including student recesses, exclusive of legal holidays. The academic year begins with student registration or similar duties in the Fall and continues for nine months through commencement and grade submission in the Spring. Specific periods of employment are to be governed by the annual notice of appointment issued by each institution.
ii Persons, including University Support Staff, appointed to full-time 12 month unclassified positions or to full-time, less than 12-month unclassified non-instructional positions shall earn paid annual leave not to exceed 176 hours per fiscal year. Persons appointed to less than full-time 12-month unclassified positions and persons appointed to less than full-time, less than 12-month unclassified non-instructional positions shall earn annual leave on a pro-rated basis.

iii Persons, including University Support Staff, appointed to unclassified positions that are eligible to earn annual leave may accumulate a maximum of 304 hours of annual leave; provided, however, that an employee may receive, upon termination from employment or upon moving from a position earning annual leave to a faculty position for less than twelve months, payment for no more than 176 hours of annual leave, and, at retirement or at termination of employment when retirement eligible, an employee may receive payment for up to 240 hours of annual leave.

h Annual Leave for Classified Employees

iv In accordance with K.S.A. 76-715b, and amendments thereto, classified University Support Staff employees of the state universities, in regular positions, shall earn and accumulate annual leave in accordance with this policy, which will be effective with the pay period beginning June 5, 2016, and the pay check dated July 1, 2016. Except to the extent specifically set forth in this subsection C.10. h., all otherwise applicable provisions in the Kansas statutes and Department of Administration’s rules and regulations shall continue to apply to university classified University Support Staff employees. Nonexempt classified employees and exempt classified employees who report any hours in pay status per pay period shall earn paid annual leave not to exceed 176 hours per fiscal year. Nonexempt classified employees who report less than 80 hours in pay status per pay period shall earn annual leave on a pro-rated basis.

(a) Each nonexempt classified employee in a regular position shall accrue annual leave in accordance with the following table.

| Hours in Pay Status Per Pay Period | In FY 10 and Beyond
| Nonexempt Employees - Hours Earned Per Pay Period Based on Length of Service |
|----------------------------------|---------------------------------|
| 5 Years & 10 Years & 15 Years & Over |
| Less Than 5 Years Less Than 10 Years Less Than 15 Years Less Than Over |
| 0-7 | 0 | 0 | 0 | 0 |
| 8-15 | 0.4 | 0.6 | 0.7 | 0.7 |
| 16-23 | 0.8 | 1.2 | 1.4 | 1.4 |
| 24-31 | 1.2 | 1.8 | 2.2 | 2.2 |
| 32-39 | 1.6 | 2.3 | 2.9 | 2.9 |
| 40-47 | 2 | 2.9 | 3.6 | 3.6 |
| 48-55 | 2.4 | 3.5 | 4.3 | 4.3 |
| 56-63 | 2.8 | 4.1 | 5.0 | 5.0 |
| 64-71 | 3.2 | 4.7 | 5.2 | 5.2 |
| 72-79 | 3.6 | 5.3 | 6.5 | 6.5 |
| 80+ | 3.7 | 5.5 | 6.7 | 6.7 |

v Leave shall be earned according to the following Tables, based on the employee’s exempt or non-exempt status:
(b) Each exempt classified employee in a regular position shall accrue annual leave in accordance with the following table.

<table>
<thead>
<tr>
<th>Hours in Pay Status Per Pay Period</th>
<th>5 Years Less Than</th>
<th>10 Years Less Than</th>
<th>15 Years Less Than</th>
<th>Over</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-7</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>8-15</td>
<td>0.4</td>
<td>0.6</td>
<td>0.7</td>
<td>0.7</td>
</tr>
<tr>
<td>16-23</td>
<td>0.8</td>
<td>1.2</td>
<td>1.4</td>
<td>1.4</td>
</tr>
<tr>
<td>24-31</td>
<td>1.2</td>
<td>1.8</td>
<td>2.2</td>
<td>2.2</td>
</tr>
<tr>
<td>32-39</td>
<td>1.6</td>
<td>2.3</td>
<td>2.9</td>
<td>2.9</td>
</tr>
<tr>
<td>40-47</td>
<td>2</td>
<td>2.9</td>
<td>3.6</td>
<td>3.6</td>
</tr>
<tr>
<td>48-55</td>
<td>2.4</td>
<td>3.5</td>
<td>4.3</td>
<td>4.3</td>
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<tr>
<td>56-63</td>
<td>2.8</td>
<td>4.1</td>
<td>5.0</td>
<td>5.0</td>
</tr>
<tr>
<td>64-71</td>
<td>3.2</td>
<td>4.7</td>
<td>5.7</td>
<td>5.7</td>
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<tr>
<td>72-79</td>
<td>3.6</td>
<td>5.3</td>
<td>6.5</td>
<td>6.5</td>
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<tr>
<td>80-</td>
<td>3.7</td>
<td>5.5</td>
<td>6.7</td>
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</tr>
</tbody>
</table>

Maximum Accumulation of Hours: 304

Exempt Unclassified Employee

<table>
<thead>
<tr>
<th>Appointment FTE</th>
<th>Hours Earned Per Pay Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>.75 - 1.00</td>
<td>8.0</td>
</tr>
<tr>
<td>.5 - .749</td>
<td>6.0</td>
</tr>
<tr>
<td>.25 - .499</td>
<td>4.0</td>
</tr>
<tr>
<td>Less than .25</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Non-Exempt Unclassified Employee

<table>
<thead>
<tr>
<th>Hours in Pay Status Per Pay Period</th>
<th>Hours Earned Per Pay Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-9</td>
<td>0.0</td>
</tr>
<tr>
<td>10-19</td>
<td>1.0</td>
</tr>
<tr>
<td>20-29</td>
<td>2.0</td>
</tr>
<tr>
<td>30-39</td>
<td>3.0</td>
</tr>
</tbody>
</table>
Unclassified and university support staff employees may be granted leave with pay upon the death of a close relative or other qualified adult (as defined above) or that person’s close relative. Such leave shall in no case exceed six working days. The employee's relationship to the deceased and necessary travel time shall be among the factors considered in determining whether to grant bereavement leave, and, if so, the amount of leave to be granted.

11 HEALTH PROGRAM AND OTHER INSURANCE

a The State of Kansas provides group health, life and long-term disability insurance to eligible classified and unclassified employees, including University Support Staff.

b Pursuant to K.S.A. 2011 Supp. 75-4101, and amendments thereto, the Board has entered contracts and adopted administrative rules and regulations, K.A.R., 88-30-1 et seq., for the provision of a voluntary student health insurance program. Eligible graduate teaching assistants, graduate research assistants, and graduate assistants may choose to participate in this health insurance program.
2. **Act on Proposed Policy Creating the Working Group of Title IX Coordinators**

   Theresa Schwartz,
   Associate General Counsel

**Summary and Recommendation**

The Board of Regents Governance Committee proposes adding a Board policy to create a Working Group of Title IX Coordinators, constituted similarly to the Council of Business Officers but that would meet quarterly rather than monthly. The proposed policy was reviewed and approved by the Council of Presidents and the Governance Committee. Staff recommends approval.

**Background**

In working toward achieving Board Goal Two, dealing with consistency in Title IX policies and practices on campuses across the university system, the Governance Committee believes that regular and formalized meetings of a Working Group made up of the university Title IX coordinators could elevate the importance of this topic and give coordinators an additional avenue for working together to discuss best and promising practices and to learn from each other on an ongoing basis. There is currently some cross-training and sharing of information, although it appears to have been sporadic and often revolves around a one-day training session. While this Group is intended to be purely advisory in nature, providing information and suggestions to the Council of Presidents, it is hoped that greater consistency and sharing of generalized information will result from the creation of a Working Group and mandating quarterly meetings.

**Proposed Board Policy**

**CHAPTER I: BOARD OF REGENTS MEMBERS, OPERATIONS AND STAFF**

A **BOARD MEMBERS AND BOARD OPERATIONS**

   4 COUNCILS AND COMMITTEES

   b Council of Presidents

   (3) Working Group of Title IX Coordinators

   (a) The Council of Title IX Coordinators consists of the Title IX coordinator designated by each state university and reports to the Council of Presidents. The chairperson of this Working Group shall be from the same institution as the chair of the Council of Presidents. The Title IX coordinator of the University of Kansas Medical Center is authorized to participate as a non-voting member.

   (b) The Working Group of Title IX Coordinators official functions are to:

      (i) consider Title IX related matters and inform the Council of Presidents either at the request of the Council of Presidents or on the Working Group of Title IX Coordinator’s own initiative, and

      (ii) share information, experiences and expertise in order to foster more robust operations and consistency in the functions performed by all Title IX coordinators across the state university system.

   (c) The Working Group shall meet quarterly to discuss various issues arising from state and federal regulatory bodies, statutes and regulations, and recommend to the
Council of Presidents suggested strategies and solutions to issues related to Title IX compliance.

CHAPTER II: GOVERNANCE⁹ – STATE UNIVERSITIES

OTHER

AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY AND TITLE IX SEX DISCRIMINATION

The Board of Regents believes and supports the view that every individual has the right to expect that all decisions with reference to employment, i.e. selection, discipline, promotion or termination, and all decisions with reference to student status, i.e. admission, academic achievements and discipline, be made without regard to 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. To this end, each state university shall develop and maintain an equal employment opportunity, equal educational opportunity and non-discrimination policy in the operation and administration of all University programs and services.

Notwithstanding the above, and in accordance with K.S.A. 73-201 et seq., and amendments thereto, positive consideration in hiring decisions shall be given to Vietnam Era Veterans for whom that law applies.

Further, each state university shall establish a comprehensive affirmative action program designed to provide equal employment and educational opportunities as required and allowed by law.

Each state university shall appoint a Title IX Coordinator as required by 34 C.F.R. § 106.8(a). Each state university Title IX Coordinator shall report directly to the university chief executive officer or their designee.

Recommendation
Staff recommends approval of the proposed revision of Chapter I, Section A.7. and Chapter II, Section F.4 of the Board Policy Manual, to create the Working Group of Title IX Coordinators.

VI. Executive Session
Board of Regents – Personnel Matter Relating to Non-Elected Personnel

⁹ See Chapter I., Section A.3. for definition of Governance.
DISCUSSION AGENDA

VII. Introductions and Reports
   A. Introductions
   B. Report from System Council of Presidents
      President Inbody

VIII. Consideration of Discussion Agenda
   A. Presentations
      1. Receive Report on Board Goal Four: Identify Best Strategies to Attract Kansans with Some College but No Degree
         Gary Alexander, VP, Academic Affairs

Summary

Board Goal Four for 2015-16, adopted at the August 2015 Board retreat, states “the Board will explore and identify which are the best strategies to attract Kansans with some college but no degree back to higher education to complete a certificate or degree.” This paper provides background for the issue and describes several strategies either proposed or currently in use.

Background

The Kansas Board of Regents established the goal of identifying the best strategies to attract adults with some college but no degree or certificate to help promote its larger expectation that 60 percent of Kansans will have earned a valid postsecondary credential by the year 2020. This expectation mirrors the Lumina Foundation’s goal “of ensuring that 60 percent of Americans have obtained a high-quality postsecondary credential by 2025.” Achieving either of these goals will require that colleges and universities “expand their focus beyond traditional-age students who enter college directly from high school to promoting higher education opportunities for older students” (Adult College Completion in the 21st Century, Wendy Erisman and Patricia Steele: Higher Ed Insight, http://www.higheredinsight.com, June 2015, authors’ comment).

It is estimated that “somewhere between 30 and 45 million” Americans have earned some college credit without completing a degree or certificate. According to National Student Clearing House data, this number includes some 37,673 Kansans. Further, as reported in the Foresight 2020 annual progress report (January 2016), “in AY2015, nearly 5000 students who had been absent from a Kansas public postsecondary institution for two or more years returned to complete their certificate or degree.” Those adults who choose to return to school are “a diverse and complex population” about which “there is a significant lack of data on demographics and educational characteristics” (Adult College Completion in the 21st Century, p. 2).

The initial challenge is to identify and reach out to potential adult students. The Adult College Completion Network (AACN; www.adultcollegecompletion.org) provides an excellent source for information on marketing to and communicating with adults who might return to college. AACN was established by the Lumina Foundation to bring together “organizations and agencies working to increase college completion by adults with prior college credits but no degree in a collaborative learning network.” Members share ideas and practices for identifying adults with some credits who are not enrolled in an educational program (AACN website).

State Examples

Adult College Completion Network literature includes a wide range of examples of state strategies to contact and attract adults with some credit to return and complete a certificate or degree. The State of Georgia, for example, mounted a campaign to attract adults with some credit that “includes billboard ads, radio spots and other media.” Minnesota developed a “radio campaign aimed at adults with some credit.” And West Virginia initiated a “statewide effort to boost adult degree completion” using a variety of materials “aimed at adult learners...
themselves, as well as focusing on reaching policymakers, state leaders, and other stakeholders who are crucial to the ultimate success of the effort.” The Illinois Community College Board (ICCB) formed a collaborative council to identify best practices, “enhance student services, provide networking opportunities, and build stronger relationships” with each other. Indiana directly contacted individuals in the state with some college but no degree with customized information regarding that individual’s potential for completion. Finally, Tennessee used a $225,000 state grant to outfit a bus to carry advisers to thirteen rural counties to promote adult degree completion and establish community centers that will be staffed “once a week with people who can provide information on financial aid, finding the right college and how to apply past credits to a degree.” The program is funded by a state grant of $225,000 (The Jackson Sun, 2/23/16).

**Strategies for Marketing to Prospective Adult Students**

States and institutions use various outreach and marketing techniques to reach potential adult students, including social media, data mining, direct targeting and traditional marketing campaigns. AACN notes it is difficult to evaluate these efforts because students are not always clear as to what strategy, if any, convinced them to return. Some projects are developing “ways to gather data on which types of communication and outreach are most effective to lay the groundwork for useful evaluation of their efforts” (Strategies for Success: Promising Ideas in Adult College Completion, AACN policy brief, p. 3).

*Direct Marketing* strategies include letters and e-mails personalized to indicate the number of credits the individual has already earned. Projects instituted by Ivy Tech (Indiana) and the Minnesota State Colleges and Universities received results that indicate direct outreach campaigns, while getting some positive results, are not likely to yield high numbers. Analysts conclude that “systems and institutions must consider whether or not they can achieve an adequate return on investment” using this approach (Adult College Completion, p. 16).

To reach beyond the pool of graduates accessible through direct marketing, some projects use “broader mass marketing campaigns” making use of traditional media advertising, including television, radio, and newspaper ads.” Other examples include “site-based advertising such as “billboards, pre-show advertising at movie theaters, and signs at locations such as bus stops, grocery stores, and gas stations” (Adult College Completion, p. 19).

Other strategies include using digital media, e.g., advertising on internet radio stations such as Pandora; use of Facebook, Twitter and Vimeo. Here, as with all media outreach, it is crucial to identify “effective messages.” For example, the University System of Georgia “found that adults responded best to advertising that showed people with whom they could identify, emphasized the value of higher education, and suggested that there are ways to overcome obstacles to returning to college” (Adult College Completion, p. 19).

States often use web portals as part of their initiatives. These portals provide contain “more general information about the value of a college degree, the college application process, transfer of credit, credit for prior learning, college costs and financial aid, online education, and/or strategies for balancing school with other responsibilities.” Ease of use is critical to such sites. West Virginia’s (Adult College Completion, p. 20).

**Educating Adult Students**

It is clear that simply attracting more adult students back to campus will not, in and of itself, contribute to increased graduate rates. Rather, “promoting college access and success for adults will require many postsecondary institutions to change both the services they offer . . . and how those services are implemented. Particular areas of concern include admissions procedures, credit transfer, advising and support services. In each of these areas, schools will need ensure that their services are redesigned to meet the specific needs of adult students.

**State Policies**

In 2008, the Council for Adult & Experimental Learning (CAEL) published a guide to “how states have implemented policies and programs” aimed at returning adult learners (State Policies to Bring Adult Learning into...
Focus, CAEL in partnership with NCHEMS, 2008, p. 7). While several years old, the guide provides sound ideas for developing a contemporary policy framework for adult learners. Recommendations include:

- Policies related to affordability
  - Ensure sufficient resources for part-time study. This entails recognizing that many returning adults will necessarily attend only part-time. In order for them to succeed, financial aid must be available for students attending part-time.
  - Promote policies leveraging new funding sources for adult learners.
  - Encourage institutions to offer flexible payment plans and provide help with information about financing one’s education.
  - Encourage employer tuition assistance for workers.

- Policies addressing accessibility
  - Change reimbursement formulas for public institutions.
  - Encourage schools to develop better in-house transition/bridge processes.
  - Promote assessment of prior learning for college credit.
  - Create better pathways for all students through articulation agreements among schools.
  - Promote use of technology in teaching and learning.
  - Encourage and provide financial support for institutions to offer students greater educational and career planning assistance.
  - Encourage and financially support schools providing enhanced support systems for adults.
  - Provide incentive funding for institutions to meet adult learners’ needs.

(State Policies to Bring Adult Learning into Focus, pp. 7-9)

Next Steps
Based on this review of potential strategies, the Board may determine whether to proceed with this project and, if the answer is in the affirmative, to determine the cost and specific steps required to implement this project in Kansas. No effective action can be taken at the Board level without a commitment of funds, but the amount required cannot be estimated without first determining the strategic direction the Board wishes to pursue.

Possible next steps include:

- Review data to identify factors influencing enrollment and educational attainment outcomes in Kansas, including: (1) workforce demographics; (2) number and location of educational providers; (3) condition of local and state economies; and (4) state policies on, and funding of, education and workforce development.
- Review and identify state priorities for postsecondary education.
- Review statutes and policies pertaining to adult learning in Kansas; revise as deemed necessary.
- Continue and expand prior learning assessment at system schools.
- Establish a task force to recommend actions and identify the costs involved with such a project.
- Identify potential funding sources.

In addition, the Continuing Education Deans Advisory Council is reviewing the concept of a statewide initiative coordinated by a lead institution in collaboration with all other KBOR schools. Fort Hays State University has proposed a model wherein it is lead institution in coordinating such a process.

Recommendation
Staff recommends forming a working group to determine the best mechanism for organizing a statewide institution, in consultation with Deans of Continuing Education and the Council of Chief Academic Officers. This group should report its findings at the Board’s October 2016 meeting.
Selected Resources

Adult College Completion in the 21st Century: What We Know and Want We Don’t, Wendy Erisman and Patricia Steele, Higher Ed Insight, June 2015.

Collaboration and Coordination to Improve Adult College Completion Efforts, Policy Exchanges, Adult College Completion Network, April 2015.

Not Too Late for School: Winning Strategies to Help the Mature Learner, Council for Adult and Experiential Learning with support from The Atlantic Philanthropies, 2012.

Some College, No Degree: A National View of Students with Some College Enrollment, but No Completion, National Student Clearinghouse Research Center and Project on Academic Success, Indiana University, 2014.


Strategies for Success: Promising Ideas in Adult College Completion, Policy Exchanges, Adult College Completion Network, August 2012.
2. Receive Update on Military Articulation Initiative

Connie Beene,
Director, Federal Initiatives for Technical Education;
Karla Wiscombe,
Associate Director, Academic Affairs

Summary
As a member state of the Midwest Higher Education Compact, Kansas has been involved with the evolution of the Multi State Collaborative for Military Credit. In 2013, a $900,000 grant was received from the Lumina Foundation to further assist the translation of military competencies to specific college credit and credentials. Board staff are leading the initiative in Kansas by creating the Kansas Collaborative on Military Credit. This initiative brings together experts from the U.S. Army and the Kansas National Guard to collaborate with faculty, determining how the skills and competencies of service members can directly articulate to specific course credit, thereby advancing their progress to diploma, degree or credential attainment. An update on current activities will be presented.

Background
The mission of the Multi-State Collaborative on Military Credit (MCMC) is to facilitate an interstate partnership of 13 states, and to translate competencies acquired by veterans through military training and experiences toward college credentials. States will exchange information and share best practices in the areas of articulation of credit, certification and licensure, communication, and data and technology. The Midwestern Higher Education Compact (MHEC) provides operational and administrative support for the MCMC.

State Workgroups
- Articulation of Academic Credit –Translate military learning to college credit and encourage course to course articulation and credit for prior learning options.
- Licensure & Certification –Identify curricular gaps in programs and military training, and formulate bridge programs to decrease time to license or certification.
- Communications and Outreach –Identify effective communication methods to inform service members about how military training and skills can apply to educational attainment or industry credentials.
- Data, Technology & Systems –Focus on a systematic process to gather data on service members and veterans to better serve their educational needs.

Project Update
Initial articulation meeting held December, 2015, bringing together faculty from all culinary/food science/food safety programs to examine course outcomes and competencies and how those relate to the Military Occupational Specialty 92G Food Service Specialist. With the assistance and presence of experts from the U.S. Army and Kansas National Guard, great strides were made in recognizing skills learned in the Army, and how those relate to career technical education programs. A similar meeting was held in January with the diesel and automotive technology faculty with similar results. In April, community and technology college faculty, as well as university faculty in the criminology/criminal justice/police science programs convened to examine MOS 31B Military Police competencies. University faculty, and faculty from the two year colleges will meet in May to examine the competencies gained for MOS 42A Human Resource Specialist.
B. Academic Affairs

1. Act on Proposed Credit for Prior Learning (CPL) Policy

Regent Van Etten
Gary Alexander,
VP, Academic Affairs

Summary

Credit for Prior Learning awards college credit for equivalent knowledge and skills gained outside the traditional classroom. Awarding credit is based on measurement of learning outcomes using such instruments as national standardized exams, military training transcripts, industry credentials, nationally recognized credit recommendation services, portfolios, etc. A formal Credit for Prior Learning (CPL) policy provides consistent and standard methods for awarding credits and ensures a structure for students to advance toward a credential or degree within a transparent pathway.

The proposed policy provides a structure for oversight of the open-ended process of Credit for Prior Learning.

Background

In June 2014, the Board received a guide titled “Credit for Prior Learning: Best Practices for Kansas Public Institutions to assist colleges and universities with implementing Credit for Prior Learning (CPL) in Kansas.” This guide was a result of the Kansas Credit for Prior Learning (CPL) Steering Committee’s project funded by Jobs for the Future. Representation on the Steering Committee was solicited from all system institutions, and membership included representatives from more than half the system’s two- and four-year institutions.

The Board directed institutions to review their CPL policies and practices, and placed the project under the direction of the Board Academic Affairs Standing Committee (BAASC).

In October of 2015, participation on the Kansas Credit for Prior Learning Task Force was solicited from the original CPL Steering Committee to facilitate the Board Goal of further implementation of CPL in Kansas with an emphasis on serving active and veteran service members and their families. The result was the proposed policy, which has been approved and is recommended by BAASC. This policy recognizes the Kansas Credit for Prior Learning Task Force as the entity responsible for oversight and implementation of the CPL policy and the Kansas Credit for Prior Learning Guidelines.

The Kansas CPL Task Force works closely with the Kansas Collaborative on Military Credit (KCMC) and other appropriate groups to make recommendations for evaluating and awarding credit for military training. The KCMC represents Kansas on the Multi-State Collaborative on Military Credit (MCMC), an interstate partnership providing support and resources to institutions to translate competencies acquired by veterans through military training toward college credentials. The Midwestern Higher Education Compact (MHEC) provides operational and administrative support for the MCMC project, and was awarded $900,000 to support the MCMC project over a three-year period (2015-2018). An additional $200,000 was awarded for a one-year renewable grant (2015) to create specific bridge programs for translating military training toward credentials and/or degrees in the Healthcare field.

By increasing the number of students receiving postsecondary credentials and degrees, the CPL policy will support the goals of the Kansas Board of Regents’ strategic plan, Foresight 2020. Studies carried out by the Council for Adult and Experiential Learning (CAEL) show that facilitated access to CPL helps students accelerate completion. Further, these studies suggest students who earn CPL demonstrate higher graduation rates, better retention rates, and shorter time to degree.

Recommendation

To facilitate implementation of effective Credit for Prior Learning, staff recommends approval of the following policy:
CHAPTER III: COORDINATION\textsuperscript{10} - STATE UNIVERSITIES, COMMUNITY COLLEGES, TECHNICAL COLLEGES, WASHBURN UNIVERSITY AND/OR THE WASHBURN INSTITUTE OF TECHNOLOGY

A. ACADEMIC AFFAIRS

4. CREDIT FOR PRIOR LEARNING

a. Each Kansas public postsecondary educational institution shall award credit for prior learning in accordance with this policy and in a manner that is appropriate to the institution’s nature and mission.

b. The Kansas Credit for Prior Learning Task Force consists of representation from each university and representation from the community college and technical college sectors. These representatives shall be appointed by the Vice President for Academic Affairs, in consultation with the Vice President of Workforce Development. The role of the Kansas Credit for Prior Learning Task Force shall be to provide oversight, as directed by the Board, for implementation of this policy and the Kansas Credit for Prior Learning Guidelines. These Guidelines were approved by the Kansas Board of Regents in June 2014.

c. The Kansas Credit for Prior Learning Task Force shall be co-coordinated by a Board staff member from each of the units of Academic Affairs and Workforce Development, reporting to the Vice President for Academic Affairs and under the oversight of the Board Academic Affairs Standing Committee.

d. The Kansas Credit for Prior Learning Task Force shall work to ensure standardized recognition of credit for prior learning from all Kansas public postsecondary institutions.

e. The Kansas Credit for Prior Learning Task Force shall receive and consider recommendations from the Kansas Collaborative on Military Credit Advisory Committee regarding the evaluation of military training for credentials and awarding of college credit.

f. Each Kansas public postsecondary educational institution shall follow the requirements set forth in the Kansas Credit for Prior Learning Guidelines when evaluating and awarding credit for prior learning. These Guidelines shall provide for:

i specifications for awarding credit for learning gained outside a traditional academic environment for the state universities, community colleges, technical colleges, Washburn University and Washburn Institute of Technology;

ii consistency with state and federal law, Board policies, applicable accreditation standards;

iii a consistent and transparent means for students to advance toward a degree or credential;

iv annual review for updates by the Kansas Credit for Prior Learning Task Force.

\textsuperscript{10} See Chapter I., Section A.3 for definition of Coordination.
C. Other Matters

1. Initial Discussion of the Board’s Unified Budget Request Preparations

Elaine Frisbie  
VP, Finance & Administration

Summary

The Kansas Higher Education Coordination Act requires the Board of Regents to develop and present to the Governor and Legislature a unified request for state appropriations for postsecondary education. The statutory deadline for submission of the Board’s request is October 1 every year. Capital improvement requests are submitted July 1, and are also included in the fall budget submission. Staff recommends the Board develop a two-year budget request (FY 2018 and FY 2019), and utilize a calendar similar to that used in recent years. The proposed process begins in June with institutions/sectors submitting any budget requests for the Board’s consideration. In addition, the Board must approve capital improvement requests for submission by July 1. The official approval of the final unified request (operating and capital) will occur at the September 2016 Board meeting. This issue paper summarizes the Board’s guiding principle, key themes, proposed budget calendar, and summary of prior years’ Board requests and results.

Guiding Principle

The Higher Education Coordination Act provides that the Kansas Board of Regents shall “serve as the representative of the public postsecondary educational system before the Governor and the Kansas Legislature” (K.S.A. 74-3202c(b)(2)). This statute provides the foundation for an approach to state funding that reflects a system-wide focus on requesting and advocating for state investment in public postsecondary education.

Key Themes

- Kansas public higher education is a system of 32 institutions representing a $3.5 billion dollar enterprise, financed through a mix of state, student, local, federal, and private revenue sources. While State General Fund support represents 22% of the total revenues for the system, State General Fund support is a critical component for leveraging other funding sources, as well as to finance those activities not likely to garner interest from donors.

- The Kansas public higher education system is a major engine of economic growth, both as an employer and as an educator of future workers.

- The Kansas public higher education system is committed to Foresight 2020, a ten-year plan that sets long-range achievement goals that ensure the state’s higher education system meets the needs of Kansans and Kansas.
Unified Appropriation Request Calendar

<table>
<thead>
<tr>
<th>May 2016 Board Meeting</th>
<th>Capital improvement requests for state universities (First Reading)</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 2016 Board Meeting</td>
<td>Board staff reviews potential areas of request. Board receives institution and sector specific requests. (If possible, proposals are submitted to the Board Office by Friday, June 3.) Board acts on capital improvement requests for July 1</td>
</tr>
<tr>
<td>August 2016 Board Retreat</td>
<td>Board continues discussion of system-wide, institution, and sector specific requests and indicates preference for inclusion in FY 2018-2019 Budget Request</td>
</tr>
<tr>
<td>September 2016 Board Meeting</td>
<td>Board officially approves FY 2018-2019 unified budget request</td>
</tr>
<tr>
<td>October 1, 2016</td>
<td>Board’s FY 2018-2019 unified budget request submitted</td>
</tr>
</tbody>
</table>

Potential Areas of Request for FY 2018 and FY 2019

System Wide Requests
- Restoration of the State General Fund Allotments Imposed in FY 2016 and/or FY 2017
- Inflationary Increase (based either on the Higher Education Price Index or Consumer Price Index)
- Merit-Based Salary Increase
- Capital Improvements – Address Deferred Maintenance

Institution/Sector-Specific Requests (Institutions/Sectors will bring forward in June)
- Recommendation from the Technical Education Authority for Tiered Technical Education State Aid
- Recommendation from Community and Technical College Presidents for non-tiered state aid or other initiatives excluding technical education programs
- Excel in CTE Initiative (SB 155)
- Washburn University state aid

Kansas Board of Regents Office Budget
- Student Financial Assistance Programs

Last year, the Kansas Board of Regents advanced the following proposals within the FY 2017 Unified State Appropriation Request: 1) top university priority requests, 2) top two-year college priority requests, and 3) Kansas Board of Regents Office priority requests. In addition, various other enhancement requests were forwarded for future consideration. None of the items received state funding.
The top priorities and other enhancement requests are summarized in the chart below.

### Top University Priorities

<table>
<thead>
<tr>
<th>Proposal</th>
<th>FY 2017 Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>WSU – Establish Department of Chemical and Materials Engineering</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>KU – Integrated Science Buildings for Innovation Way</td>
<td>$3,500,000</td>
</tr>
<tr>
<td>KUMC – Merit-based Salary Increase</td>
<td>$3,406,215</td>
</tr>
<tr>
<td>KSU – Geoscience Support in the College of Arts and Sciences</td>
<td>$5,000,000</td>
</tr>
<tr>
<td>FHSU – Increase Retention and Graduation Rates</td>
<td>$2,188,568</td>
</tr>
<tr>
<td>ESU – Establish State Funding for the Department of Nursing</td>
<td>$500,000</td>
</tr>
<tr>
<td>PSU – Create the PSU School of Transportation</td>
<td>$1,500,000</td>
</tr>
</tbody>
</table>

### Top Two-Year College Priority

<table>
<thead>
<tr>
<th>Proposal</th>
<th>FY 2017 Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Close the Gap in Tiered Technical Education Formula</td>
<td>$8,310,534</td>
</tr>
<tr>
<td>Continued Support for full funding in the Excel in CTE Initiative (SB 155) FY 2016 and FY 2017</td>
<td>$2,250,000</td>
</tr>
</tbody>
</table>

### KBOR Office Priorities

<table>
<thead>
<tr>
<th>Proposal</th>
<th>FY 2017 Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>KBOR Office Space – 32% Increase in State Lease Rate</td>
<td>$178,000</td>
</tr>
<tr>
<td>Midwestern Higher Education Compact Annual State Commitment Increase</td>
<td>$20,000</td>
</tr>
</tbody>
</table>

### Other Requests for Future Consideration (in no priority order)

<table>
<thead>
<tr>
<th>Proposal</th>
<th>FY 2017 Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>KUMC – Strengthening Community-Based Medical Education in Wichita</td>
<td>$4,900,000</td>
</tr>
<tr>
<td>KSU – Strengthen the College of Architecture, Planning and Design</td>
<td>$3,700,000</td>
</tr>
<tr>
<td>KSU – Planning for New Food Systems Research and Education Facility</td>
<td>$5,000,000</td>
</tr>
<tr>
<td>WSU – Support Economic, Innovation, Diversification, Technology Transfer</td>
<td>$9,200,000</td>
</tr>
<tr>
<td>WSU – Innovation Equipment</td>
<td>$7,500,000</td>
</tr>
<tr>
<td>ESU – STEM Programming for Kansas Economy</td>
<td>$715,700</td>
</tr>
<tr>
<td>PSU – Rural Health-Care Professions Initiative</td>
<td>$1,000,000</td>
</tr>
</tbody>
</table>
2. Elect FY 2017 Board Chair and Vice Chair
   Regent Bangerter

IX. Executive Session
   Board of Regents – Personnel Matter Relating to Non-Elected Personnel

X. Adjournment
AGENDA

BOARD OF ACADEMIC AFFAIRS
STANDING COMMITTEE
May 18, 2016
10:30 am

The Board of Academic Affairs Standing Committee will meet in the Kathy Rupp Room located in the Curtis State Office Building at 1000 SW Jackson, Suite 520, Topeka, Kansas, 66612.

I. Call To Order
   A. Approve Minutes
      May 3, 2016, Meeting

II. Diversity Study Group Report
    Gary Alexander
    Susan Bradley

III. Discussion Items
    A. AP & CLEP Score Proposed Procedure
       Gary Alexander
    B. Proposed Non-Academic Misconduct Transcript Notation Policy
       Gary Alexander

IV. Update Items
    A. Qualified Admissions
       BAASC Goal 15-05
       Jean Redeker
    B. State Authorization Reciprocity Agreement (SARA)
       BAASC Goal 15-04
       Jacqueline Johnson
    C. Wright Career College
       Jacqueline Johnson

V. Adjournment
MINUTES
Kansas Board of Regents
Academic Affairs Standing Committee
Tuesday May 3, 2016

The Academic Affairs Standing Committee of the Kansas Board of Regents met by Conference Call, at 11:00 a.m. on Tuesday, May 3, 2016.

In Attendance:
Members: Regent Helen Van Etten Regent Ann Brandau-Murguia
Regent Zoe Newton Regent Daniel Thomas

Staff: Gary Alexander Jacqueline Johnson Rita Johnson
April Henry Jean Redeker Renee Burlingham
Terry Schwartz Karla Wiscombe Nancy Olsen

Institution Representation from:
WSU KU KSU

Meeting called to order at 11:00 a.m.

Approve April 5, 2016 Minutes
Regent Thomas moved, and Regent Newton seconded the motion, to approve the April 5, 2016 minutes as written. Motion carried.

Agenda Planning
A. Consent Agenda

1. Request for Approval for Degree and Certificate Programs

Rita Johnson presented the Wichita Area Technical College Massage Therapy Associate of Applied Science degree and a Technical Certificate request. There were no questions from BAASC members.

Regent Newton moved, and Regent Thomas seconded the motion, to recommend placing the Request for Approval for an Associate of Applied Science degree and a Technical Certificate in Massage Therapy at Wichita Area Technical College on the Board’s May 2016 agenda. Motion carried.

Other Matters
1. Gary Alexander requested advancement of the Reverse Transfer Agreements Policy Revision to the Governance Committee. KBOR General Counsel recommended revising the Reverse Transfer Policy’s “opt out” clause to “opt in” for compliance with FERPA. SCOCAO has approved the revision.

Regent Brandau-Murguia moved, and Regent Newton seconded the motion, to recommend advancing the Reverse Transfer Agreements Policy Revision to the Governance Committee. Motion carried.

There being no other business, Regent Thomas moved, and Regent Newton seconded the motion, to adjourn. Motion carried.

The meeting adjourned at 11:08 a.m.
AGENDA

Fiscal Affairs and Audit Committee
Wednesday, May 18, 2016
10:15am – 11:45am, Board Room

I. OLD BUSINESS

A. Follow up on issues raised during the May 3 teleconference regarding FAA items on the Board’s agenda and any other questions/clarifications about Board agenda items

II. NEW BUSINESS

A. Receive follow-up report from Jim MacMurray, Kansas Development Finance Authority, to discuss university indebtedness (March written report FAA 15-09)

B. FAA 15-10 FY 2018 Capital Improvement Requests, Five-year Capital Improvement Plans and Discussion of Capital Financing (first reading)
   1. Wichita State University
   2. Kansas State University
   3. University of Kansas
   4. Pittsburg State University
   5. Emporia State University
   6. Fort Hays State University
   7. Staff Recommendations-Greg Hoffman, KBOR

C. Receive update on Fourth & Broadway Development Project-Shawn Naccarato, PSU

D. Review Fiscal Affairs and Audit Items from full Board Agenda, including FY 2017 State University Tuition and Fee Proposals
   1. University of Kansas
   2. Kansas State University
   3. Wichita State University
   4. Pittsburg State University
   5. Emporia State University
   6. Fort Hays State University

E. Audits for committee review and discussion (standing item)

F. Other Committee Business

III. OTHER COMMITTEE ITEMS

A. Next meeting dates
   1. May 31, Noon (Agenda planning conference call)
   2. June 15, 10:15 a.m.
AGENDA

Board Governance Committee
Wednesday, May 18, 2016
9:00-10:00, Conference Room B

I. APPROVE MINUTES FROM APRIL 20, 2016

II. BOARD APPROVED TOPICS FOR THE GOVERNANCE COMMITTEE

A. GOV 15-10, Recommend CEO Monetary Compensation for FY17

B. GOV 15-07, Review Proposed Policies
   a. Amendments to Transfer and Articulation Policy
   b. Amendment to Reverse Transfer Policy
   c. Amendment to New Academic Units and Academic Programs Policy

III. NEXT MEETING DATE

A. June 15, 2016
The Kansas Board of Regents Governance Committee met on Wednesday, April 20, 2016. Chair Shane Bangerter called the meeting to order at 8:58 a.m. Proper notice was given according to law.

Members Present: Shane Bangerter, Chair  
Zoe Newton  
Bill Feuerborn

Member Absent: Helen Van Etten

MINUTES
Regent Feuerborn moved to approve the minutes of February 17, 2016. Regent Newton seconded, and the motion carried.

FAQs ON BOARD CONCEALED CARRY POLICY
Theresa Schwartz, Associate General Counsel, presented the proposed FAQs on the Board’s Concealed Carry policy. The FAQs were created by Board staff to answer questions that have been raised by the university campuses. She noted the FAQs were provided to the university attorneys for their review. The Committee members agreed that the document should be forwarded to the universities so it can be used by the campuses as they develop their campus level policies.

WORKING GROUP OF TITLE IX COORDINATORS POLICY
Associate General Counsel Schwartz presented the proposed policy creating a Working Group of Title IX Coordinators. The policy directs the University Title IX Coordinators to meet quarterly to discuss various issues related to Title IX compliance. This working group will report to the Council of Presidents. Associate General Counsel Schwartz stated in section (i) the word “advise” needs to be changed to “inform” and advised the Committee that the Council of Presidents reviewed this policy at their March meeting. Following discussion, Regent Feuerborn moved to forward the proposed policy, as amended, to the Board for consideration. Regent Newton seconded, and the motion carried. The following policy will be forwarded:

CHAPTER I: BOARD OF REGENTS MEMBERS, OPERATIONS AND STAFF

A BOARD MEMBERS AND BOARD OPERATIONS

4 COUNCILS AND COMMITTEES

b Council of Presidents

(3) Working Group of Title IX Coordinators

(a) The Council of Title IX Coordinators consists of the Title IX coordinator designated by each state university and reports to the Council of Presidents. The chairperson of this Working Group shall be from the same institution as the chair of the Council of Presidents. The Title IX coordinator of the University of Kansas Medical Center is authorized to participate as a non-voting member.

(b) The Working Group of Title IX Coordinators official functions are to
(i) consider Title IX related matters and inform the Council of Presidents either at the request of the Council of Presidents or on the Working Group of Title IX Coordinator’s own initiative, and

(ii) share information, experiences and expertise in order to foster more robust operations and consistency in the functions performed by all Title IX coordinators across the state university system.

(c) The Working Group shall meet quarterly to discuss various issues arising from state and federal regulatory bodies, statutes and regulations, and develop appropriate strategies and solutions to issues related to Title IX compliance.

CHAPTER II: GOVERNANCE

FAFFIRMATIVE ACTION AND EQUAL OPPORTUNITY AND TITLE IX SEX DISCRIMINATION

The Board of Regents believes and supports the view that every individual has the right to expect that all decisions with reference to employment, i.e. selection, discipline, promotion or termination, and all decisions with reference to student status, i.e. admission, academic achievements and discipline, be made without regard to 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. To this end, each state university shall develop and maintain an equal employment opportunity, equal educational opportunity and non-discrimination policy in the operation and administration of all University programs and services.

Notwithstanding the above, and in accordance with K.S.A. 73-201 et seq., and amendments thereto, positive consideration in hiring decisions shall be given to Vietnam Era Veterans for whom that law applies.

Further, each state university shall establish a comprehensive affirmative action program designed to provide equal employment and educational opportunities as required and allowed by law.

Each state university shall appoint a Title IX Coordinator as required by 34 C.F.R. § 106.8(a). Each state university Title IX Coordinator shall report directly to the university chief executive officer or their designee.

CREDIT FOR PRIOR LEARNING (CPL) POLICY
Connie Beene, Director of Federal Initiatives for Technical Education, presented the proposed Credit for Prior Learning (CPL) policy. Credit for Prior Learning awards college credit for equivalent knowledge and skills gained outside the traditional setting. The proposed policy provides consistent and standard methods for awarding credits and ensures a structure for students to advance toward a credential or degree. Director Beene stated a task force was created to implement CPL in Kansas and that this task force functions similarly to the Board’s Transfer and

---

11 See Chapter I., Section A.3. for definition of Governance.
Articulation Task Force. Following discussion, Regent Newton moved to forward the proposed policy to the Board for consideration. Regent Feuerborn seconded, and the motion carried. The following policy will be forwarded:

CHAPTER III: COORDINATION\textsuperscript{12} - STATE UNIVERSITIES, COMMUNITY COLLEGES, TECHNICAL COLLEGES, WASHBURN UNIVERSITY AND/OR THE WASHBURN INSTITUTE OF TECHNOLOGY

A. ACADEMIC AFFAIRS

4. CREDIT FOR PRIOR LEARNING

\[ g. \] Each Kansas public postsecondary educational institution shall award credit for prior learning in accordance with this policy and in a manner that is appropriate to the institution’s nature and mission.

\[ h. \] The Kansas Credit for Prior Learning Task Force consists of representation from each university and representation from the community college and technical college sectors. These representatives shall be appointed by the Vice President for Academic Affairs, in consultation with the Vice President of Workforce Development. The role of the Kansas Credit for Prior Learning Task Force shall be to provide oversight, as directed by the Board, for implementation of this policy and the Kansas Credit for Prior Learning Guidelines. These Guidelines were approved by the Kansas Board of Regents in June 2014.

\[ i. \] The Kansas Credit for Prior Learning Task Force shall be co-coordinated by a Board staff member from each of the units of Academic Affairs and Workforce Development, reporting to the Vice President for Academic Affairs and under the oversight of the Board Academic Affairs Standing Committee.

\[ j. \] The Kansas Credit for Prior Learning Task Force shall work to ensure standardized recognition of credit for prior learning from all Kansas public postsecondary institutions.

\[ k. \] The Kansas Credit for Prior Learning Task Force shall receive and consider recommendations from the Kansas Collaborative on Military Credit Advisory Committee regarding the evaluation of military training for credentials and awarding of college credit.

\[ l. \] Each Kansas public postsecondary educational institution shall follow the requirements set forth in the Kansas Credit for Prior Learning Guidelines when evaluating and awarding credit for prior learning. These Guidelines shall provide for:

\[ i \] specifications for awarding credit for learning gained outside a traditional academic environment for the state universities, community colleges, technical colleges, Washburn University and Washburn Institute of Technology;

\[ ii \] consistency with state and federal law, Board policies, applicable accreditation standards;

\[ iii \] a consistent and transparent means for students to advance toward a degree or credential;

\[ iv \] annual review for updates by the Kansas Credit for Prior Learning Task Force.

\textsuperscript{12} See Chapter I., Section A.3 for definition of Coordination.
TRANSFER AND ARTICULATION POLICY AMENDMENTS
The Committee tabled this item until the May Committee meeting.

LEAVE POLICY AMENDMENTS
Elaine Frisbie, Vice President for Finance and Administration, presented proposed amendments to the Board’s Leave policy. In 2006, K.S.A. 76-715b was enacted which authorized the Board of Regents to adopt a policy allowing state universities to provide leave time to their classified employees. Since that time, all classified employees on each of the state university campuses elected to convert to University Support Staff (USS), which was allowed by K.S.A. 76-715a. In 2015, K.S.A. 76-715b was amended to give the Board authority over setting annual leave policy for USS employees. Currently, USS employees at all the campuses receive annual leave based on a years of service scale. For all the universities, except the KU-Lawrence campus, the annual leave scale ranges from 3.70 to 6.70 hours. For the USS employees on the Lawrence campus the annual leave scale ranges from 3.70 to 6.50 hours. All USS employees accrue annual leave hours on each biweekly paycheck throughout the fiscal year (26 paychecks). In years with 27 checks, there is no leave accrual on the last check.

Vice President Frisbie stated the proposed amendment to the Leave policy will increase all USS employees (2,846 employees total throughout the university system) to the equivalent of 8.00 hours of annual leave for 22 biweekly paychecks. This increase will match the accrual rate of university unclassified employees. She noted no employee can exceed a balance of 304 hours of annual leave and that the universities will absorb the cost of granting the additional rates of leave. The Committee discussed reviewing the Leave policy as a whole to determine if there are other options to administer leave. Additionally, Vice President Frisbie noted the Leave policy also contains an amendment to remove language that became unnecessary due to the U.S. Supreme Court decision. Regent Feuerborn moved to forward the proposed policy to the Board for consideration. Regent Newton seconded, and the motion carried. The following policy will be forwarded:

C CHIEF EXECUTIVE OFFICER, FACULTY AND STAFF

Unless otherwise specifically stated, as used in the following provisions, the term “unclassified staff” does not include those positions that have been converted from classified to unclassified pursuant to K.S.A. 2011 Supp. 76-715a, and amendments thereto (i.e. University Support Staff). The words “benefits-eligible” and “full-time” as used herein shall not include positions or employees who are deemed to be full-time exclusively by virtue of the state of Kansas Health Care Commission’s determination of eligibility for purposes of employer-provided healthcare coverage. The terms “spouse” and “family” shall be defined in accordance with applicable United States Supreme Court holdings.

10 LEAVES

d Sick Leave of Unclassified Employees

i Unclassified employees shall accumulate sick leave at the rate of 3.7 hours per biweekly pay period with no limit on the number of hours which can be accumulated. Sick leave for unclassified employees on less than full-time appointments shall be reduced proportionately. Sick leave accumulations for persons on sabbatical leave shall be proportionate to the pay status during that leave. No sick leave shall be awarded for periods when unclassified employees are on leave without pay.

ii Sick leave with pay may be granted only for the necessary absence from duty because of the personal illness, disability or legal quarantine of the employee; or the personal illness or disability of a member of the employee's family or other qualified adult when the illness or disability reasonably requires the employee to be absent from work. "Personal illness or disability" shall be defined to include pregnancy, termination of pregnancy, adoption, childbirth and the recovery therefrom. "Employee's
family" shall include persons related to the employee by blood, marriage or adoption and minors residing in the employee's residence as members of the employee's household. "Other qualified adult" means an individual with a committed personal relationship with an unclassified employee and who lives in such unclassified employee's household.

iii If upon retirement, or upon termination of employment when retirement eligible, an unclassified employee has accrued 800 or more hours of sick leave, the employee shall be compensated for accumulated sick leave in accordance with the provisions of K.S.A. 75-5517 as amended.

iv If a separated unclassified employee returns within a year to an eligible position, the sick leave balance that the employee had upon termination is reinstated. Such reinstatement does not apply to an unclassified employee who retires and returns to the Board of Regents service after retirement.

v Each state university shall adopt appropriate procedures for administering this policy.

g Annual Leave for Unclassified Employees, Including University Support Staff

i Persons appointed to unclassified faculty positions of less than 12 months do not accumulate or earn annual leave. Their academic duties are closely related to the presence of students on campus. Student recesses offer persons appointed to positions that do not earn annual leave an opportunity to engage in research and perform other necessary professional duties. In consideration of the professional nature of a faculty position, faculty members are expected to fulfill appropriate, professional and departmental responsibility throughout the academic year, including student recesses, exclusive of legal holidays. The academic year begins with student registration or similar duties in the Fall and continues for nine months through commencement and grade submission in the Spring. Specific periods of employment are to be governed by the annual notice of appointment issued by each institution.

ii Persons, including University Support Staff, appointed to full-time 12 month unclassified positions or to full-time, less than 12-month unclassified non-instructional positions shall earn paid annual leave not to exceed 176 hours per fiscal year. Persons appointed to less than full-time 12-month unclassified positions and persons appointed to less than full-time, less than 12-month unclassified non-instructional positions shall earn annual leave on a pro-rated basis.

iii Persons, including University Support Staff, appointed to unclassified positions that are eligible to earn annual leave may accumulate a maximum of 304 hours of annual leave; provided, however, that an employee may receive, upon termination from employment or upon moving from a position earning annual leave to a faculty position for less than twelve months, payment for no more than 176 hours of annual leave, and, at retirement or at termination of employment when retirement eligible, an employee may receive payment for up to 240 hours of annual leave.

h Annual Leave for Classified Employees

iv In accordance with K.S.A. 76-715b, and amendments thereto, classified University Support Staff employees of the state universities, in regular positions, shall earn and accumulate annual leave in accordance with this policy, which will be effective with the pay period beginning June 5, 2016, and the pay check dated July 1, 2016. Except to the extent specifically set forth in this subsection C.10. h., all otherwise applicable provisions in the Kansas statutes and Department of Administration’s rules and regulations shall continue to apply to university classified University Support Staff employees. Nonexempt classified employees and exempt classified employees who report any hours in pay status per pay period shall earn paid annual leave not to exceed 176 hours per fiscal year. Nonexempt classified employees who report less than 80 hours in pay status per pay period shall earn annual leave on a pro-rated basis.

(b) Each nonexempt classified employee in a regular position shall accrue annual leave in accordance with the following table.
Leave shall be earned according to the following Tables, based on the employee’s exempt or non-exempt status:

(b) Each exempt classified employee in a regular position shall accrue annual leave in accordance with the following table:

<table>
<thead>
<tr>
<th>Hours in Pay Status Per Pay Period</th>
<th>In FY 10 and Beyond</th>
<th>Nonexempt Employees</th>
<th>Hours Earned Per Pay Period Based on Length of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>5 Years &amp;</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>10 Years &amp;</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>15 Years &amp;</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Over</td>
</tr>
<tr>
<td>0-7</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>8-15</td>
<td>0.4</td>
<td>0.6</td>
<td>0.7</td>
</tr>
<tr>
<td>16-23</td>
<td>0.8</td>
<td>1.2</td>
<td>1.4</td>
</tr>
<tr>
<td>24-31</td>
<td>1.2</td>
<td>1.8</td>
<td>2.2</td>
</tr>
<tr>
<td>32-39</td>
<td>1.6</td>
<td>2.3</td>
<td>2.9</td>
</tr>
<tr>
<td>40-47</td>
<td>2</td>
<td>2.9</td>
<td>3.6</td>
</tr>
<tr>
<td>48-55</td>
<td>2.4</td>
<td>3.5</td>
<td>4.3</td>
</tr>
<tr>
<td>56-63</td>
<td>2.8</td>
<td>4.4</td>
<td>5.0</td>
</tr>
<tr>
<td>64-71</td>
<td>3.2</td>
<td>4.7</td>
<td>5.7</td>
</tr>
<tr>
<td>72-79</td>
<td>3.6</td>
<td>5.3</td>
<td>6.5</td>
</tr>
<tr>
<td>80+</td>
<td>3.7</td>
<td>5.5</td>
<td>6.7</td>
</tr>
</tbody>
</table>

Maximum Accumulation of Hours: 304

Exempt Unclassified Employee

<table>
<thead>
<tr>
<th>Appointment FTE</th>
<th>Hours Earned Per Pay Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>.75 - 1.00</td>
<td>8.0</td>
</tr>
<tr>
<td>.5 - .749</td>
<td>6.0</td>
</tr>
<tr>
<td>.25 - .499</td>
<td>4.0</td>
</tr>
<tr>
<td>Less than .25</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Non-Exempt Unclassified Employee

<table>
<thead>
<tr>
<th>Hours in Pay Status Per Pay Period</th>
<th>Hours Earned Per Pay Period</th>
</tr>
</thead>
</table>
May 18-19, 2016

### Bereavement Leave for Unclassified Employees, Including University Support Staff

Unclassified and university support staff employees may be granted leave with pay upon the death of a close relative or other qualified adult (as defined above) or that person’s close relative. Such leave shall in no case exceed six working days. The employee's relationship to the deceased and necessary travel time shall be among the factors considered in determining whether to grant bereavement leave, and, if so, the amount of leave to be granted.

### HEALTH PROGRAM AND OTHER INSURANCE

a. The State of Kansas provides group health, life and long-term disability insurance to eligible classified and unclassified employees, including University Support Staff.

b. Pursuant to K.S.A. 2011 Supp. 75-4101, and amendments thereto, the Board has entered contracts and adopted administrative rules and regulations, K.A.R., 88-30-1 et seq., for the provision of a voluntary student health insurance program. Eligible graduate teaching assistants, graduate research assistants, and graduate assistants may choose to participate in this health insurance program.

### SERVICE AREAS

President Flanders stated there has been discussion in the Legislature and among the community colleges regarding service areas. Following discussion, the Committee forwarded the Board’s policy on service areas to the System Council of Presidents to determine if any amendments need to be made.

### ADJOURNMENT

The Chair adjourned the meeting at 9:32 a.m.
AGENDA

System Council of Presidents
Suite 530
10:00 a.m.
May 18, 2016

1. Approve minutes from April 20, 2016.

2. Report from System Council of Chief Academic Officers

3. Receive update on service areas – President Flanders

4. Overview of Board’s authority over Private and Out-of-State Postsecondary Education Institutions – Theresa Schwartz

5. Discuss Placement into Developmental Courses – President Inbody

7. Informational Item: Master of Arts in Communication and Leadership – Washburn University (Attachment)

8. Other matters
Master of Arts in Communication and Leadership – Washburn University

**Summary**

Washburn University has requested approval of a Master of Arts in Communication and Leadership. Board policy requires the request to be placed on the SCOPS and SCOCACO agendas as an informational item before being reviewed by the Board’s Academic Affairs Standing Committee. The request will then be placed on the Board agenda for approval.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Program Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Program Identification</td>
<td>Master of Arts in Communication and Leadership CIP Code 09.0901</td>
</tr>
<tr>
<td>2. Academic Unit</td>
<td>Department of Communication Studies</td>
</tr>
<tr>
<td>3. Program Description</td>
<td>The Master of Arts in Communication and Leadership is a fully online 30</td>
</tr>
<tr>
<td></td>
<td>graduate credit hour interdisciplinary degree program that provides knowledge,</td>
</tr>
<tr>
<td></td>
<td>skills, and experiences for continuous self and system improvement within a</td>
</tr>
<tr>
<td></td>
<td>complex, changing, and global context. The program is designed to develop</td>
</tr>
<tr>
<td></td>
<td>collaborative, adaptive and innovative leaders, with a focus on self-awareness,</td>
</tr>
<tr>
<td></td>
<td>strategic thinking, and exceptional communication skills. The anticipated</td>
</tr>
<tr>
<td></td>
<td>date of implementation is Spring 2017.</td>
</tr>
<tr>
<td>4. Demand/Need for the Program</td>
<td>Job Outlook 2015, published by the National Association of Colleges and</td>
</tr>
<tr>
<td></td>
<td>Employers, found that leadership and the ability to work in a team were the</td>
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<tr>
<td></td>
<td>most desired attributes sought by employers on resumes, followed by written</td>
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<tr>
<td></td>
<td>communication and problem solving skills. Washburn University is positioned to</td>
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<tr>
<td></td>
<td>provide a high quality, academically rigorous, graduate education in</td>
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<tr>
<td></td>
<td>communication and leadership that will directly address these areas.</td>
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<tr>
<td></td>
<td>An online survey of area organizations and Washburn alumni found that 79% of</td>
</tr>
<tr>
<td></td>
<td>the respondents (369 out of 499) were very or somewhat interested in a</td>
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<tr>
<td></td>
<td>graduate leadership degree program. Focus group meetings with members of the</td>
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<td></td>
<td>Greater Topeka Chamber of Commerce Fast Forward organization (comprised of</td>
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<tr>
<td></td>
<td>young professionals), and with the WU Leadership Institute Advisory Board</td>
</tr>
<tr>
<td></td>
<td>members, comprised of leaders within business, not-for-profit and government</td>
</tr>
<tr>
<td></td>
<td>organizations, validated the online survey results.</td>
</tr>
<tr>
<td></td>
<td>In addition to the survey and focus group respondents who expressed an</td>
</tr>
<tr>
<td></td>
<td>interest in the master’s degree, the program will also enable high school</td>
</tr>
<tr>
<td></td>
<td>instructors who teach concurrent enrollment partnership (CEP) public speaking</td>
</tr>
<tr>
<td></td>
<td>courses to meet the Higher Learning Commission requirement of 18 graduate</td>
</tr>
<tr>
<td></td>
<td>credit hours in the discipline and to obtain a master’s degree if they have</td>
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<tr>
<td></td>
<td>not already earned one. Consequently, the online program will provide</td>
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<tr>
<td></td>
<td>educational value for both alumni and the local community, and it will appeal</td>
</tr>
<tr>
<td></td>
<td>to new student markets.</td>
</tr>
<tr>
<td>5. Comparative /Locational</td>
<td>The program is aligned with the Washburn University Vision 2022 strategic plan</td>
</tr>
<tr>
<td>Advantage</td>
<td>and will serve early and mid-career professionals who are seeking to</td>
</tr>
</tbody>
</table>
advance their careers and to improve their organizations. No other public university utilizes this Classification of Instructional Program (CIP) code.

The curriculum, course schedule, and online delivery will provide flexibility for individuals from diverse backgrounds and organizations. The program can be completed entirely online using highly interactive and intuitive learning management and video conference systems. Students may begin the program any term (fall, spring or summer), and the courses will be offered in eight-week terms with a unique but optional special topics course offered in the summers.

6. Curriculum

The program consists of the ten required courses including a capstone, for a total of 30 graduate credit hours. The curriculum was developed after a review of similar programs offered by Drake, Gonzaga, and Seton Hall Universities, and is also based somewhat on the Leadership Washburn program, which graduated its fifth class in April 2016.

7. Faculty Profile

All of the program faculty hold a Ph.D. Four are full-time tenured Communication Studies faculty and one is a lecturer. The Leadership Studies course instructors are all senior administrators with decades of leadership experience, and all have taught leadership courses in the past.

- **Michael Gleason**, Ph.D., Iowa State University
  Director of the Leadership Institute
- **Cynthia Hornberger**, Ph.D., University of Kansas
  Professor of Nursing & Special Assistant to the President
- **Juli Mazachek**, Ph.D., University of Kansas
  President, Washburn University Foundation
- **Kevin O’Leary**, Ph.D., Southern Illinois University
  Director of Forensics/Lecturer
- **Mary Pilgram**, Ph.D., University of Kansas
  Associate Professor of Communication Studies
- **Leslie Reynard**, Ph.D., University of Kansas
  Associate Professor of Communication Studies
- **Tracy Routson**, Ph.D., University of Iowa
  Associate Professor of Communication Studies
- **Jim Schnoebelen**, Ph.D., University of Iowa
  Associate Professor of Communication Studies
- **Thomas Underwood**, Ph.D., Kansas State University
  Assistant Dean of Graduate Programs & Academic Outreach

8. Student Profile

The program will serve two primary student populations: (1) early to mid-career professionals from a variety of organizations; and (2) high school instructors who teach Concurrent Enrollment Partnership (CEP) public speaking courses.
Although the 499 individuals who responded to the online survey were not asked their age or other demographic questions, their profile is likely to be very similar to that of the individuals who participated in the Greater Topeka Chamber of Commerce Fast Forward and the WU Leadership Institute Advisory Board member focus groups. As the Fast Forward program serves primarily young professionals ages 35 and under, participants in that focus group were younger professionals within the Topeka community. The Leadership Institute Advisory Board is comprised of 14 individuals who have leadership roles within various organizations and would have significantly more work experience. The responses of participants in the Advisory Board focus group were more tailored towards meeting the needs of members of their organizations and not necessarily their own professional development needs. Focus group participants were predominately Caucasian with slightly more females than males. They were employed by both private and public sector organizations including energy companies, marketing firms, healthcare and nonprofit entities. Professional experience varied greatly among those who responded.

The CEP instructors who will be interested in the program will also likely be early in their careers and reflect the same demographic profile as the survey respondents and focus group participants.

<table>
<thead>
<tr>
<th>9. Academic Support</th>
<th>Existing academic support services will be available to all students in the program including academic advising, financial aid, library resources, and technical support. Support will be provided by the Communications Department, the Leadership Institute, the Office of Graduate Programs and Academic Outreach, and the Information Technology Services unit.</th>
</tr>
</thead>
<tbody>
<tr>
<td>10. Facilities and Equipment</td>
<td>No new facilities or equipment are needed. The fully online program will utilize the Desire2Learn (aka, Brightspace) learning management system and the Zoom live videoconferencing system. Both systems are hosted by the vendors with 99% reliability. D2L provides content, communication, and calendar functions for hundreds of Washburn University courses and thousands of students. Zoom provides live video for up to 25 students, application sharing, and the recording of class sessions.</td>
</tr>
<tr>
<td>11. Program Review, Assessment, Accreditation</td>
<td>The program will be reviewed every five years and will be included in the annual assessment process based on the attached Program Student Learning Outcomes and Curriculum Map. No professional accreditation is available for this program.</td>
</tr>
<tr>
<td>12. Costs, Financing</td>
<td>The program will be funded by the tuition revenue. Using existing faculty strengths and based on the current graduate tuition rate with an annual increase of three percent, this program will have positive revenue generation within the first year. First year costs are projected to be $57,750. Costs are expected to increase to $84,700 by the third year of the program to accommodate program growth. If the program enrollment grows as projected, a new full-time Assistant Professor of Communication Studies will be added in the third year of the program.</td>
</tr>
</tbody>
</table>
PROGRAM STUDENT LEARNING OUTCOMES (PSLO)
If the program has more than 6 PSLO, hit “Tab” in the last cell to add another row. Cells will expand to accommodate text.

Upon completion of the program students will be able to:

| PSLO 1 | Graduates will apply and evaluate strategic assessment, analysis and implementation to achieve organizational purpose with knowledge of complex systems. (application and synthesis) |
| PSLO 2 | Graduates will design, critique, and communicate actions recognizing values and ethics, strengths and abilities of self and others for application within systems. (synthesis and evaluation) |
| PSLO 3 | Graduates will engage policy, political, and strategic communication processes to advocate for organizational/community improvement at the local/global level. (application) |
| PSLO 4 | Graduates will apply process improvement and innovation frameworks to address problems/opportunities for organizational/community improvement at the local/global level. (analysis, synthesis, and evaluation) |
| PSLO 5 | Graduates will critically examine system financial, human and data resources for effective planning, policies, programs, products or services and communication strategies. |

CURRICULUM MAP (Alignment)
List all courses required for program majors and indicate, where applicable, (using the following key) the PSLO with which they are associated.

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>PSLO 1</th>
<th>PSLO 2</th>
<th>PSLO 3</th>
<th>PSLO 4</th>
<th>PSLO 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>LE601: Self and Systems Leadership</td>
<td>T</td>
<td>X</td>
<td>T</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LE620: Leadership and Resource Stewardship</td>
<td>X</td>
<td>X</td>
<td>T</td>
<td>T</td>
<td>X</td>
</tr>
<tr>
<td>LE630: Organizational Improvement/Innovation</td>
<td>X</td>
<td>X</td>
<td>T</td>
<td>X</td>
<td>T</td>
</tr>
<tr>
<td>LE640: Public Policy and Global Leadership</td>
<td>X</td>
<td>T</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>CN601: Comm &amp; Intro to Grad School</td>
<td>X</td>
<td>T</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CN680: Strategic Comm for Managers</td>
<td>T</td>
<td>X</td>
<td>T</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>CN642: Team Comm in Orgs</td>
<td>X</td>
<td>T</td>
<td></td>
<td></td>
<td>T</td>
</tr>
<tr>
<td>CN630: Conflict and Negotiation</td>
<td>T</td>
<td>T</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>CN650: Persuasion</td>
<td>T</td>
<td>T</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>CN698: Capstone</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LE698: Capstone</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
</tr>
</tbody>
</table>
CURRICULUM OUTLINE  
Washburn University

I. Identify the new degree:

Master of Arts in Communication & Leadership

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

<table>
<thead>
<tr>
<th>Course Name &amp; Number</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Core Courses</strong></td>
<td></td>
</tr>
<tr>
<td>CN601: Introduction to Graduate Study in</td>
<td>3</td>
</tr>
<tr>
<td>Communication Studies</td>
<td></td>
</tr>
<tr>
<td>CN630 Communication in Conflict and Negotiation</td>
<td>3</td>
</tr>
<tr>
<td>CN642 Team Communication in Organizations</td>
<td>3</td>
</tr>
<tr>
<td>CN650 Persuasion</td>
<td></td>
</tr>
<tr>
<td>CN680: Seminar in Strategic Management Communication</td>
<td>3</td>
</tr>
<tr>
<td>LE601 Self and Systems Leadership</td>
<td>3</td>
</tr>
<tr>
<td>LE620 Leadership and Resource Stewardship</td>
<td>3</td>
</tr>
<tr>
<td>LE630 Organizational Improvement and Innovation</td>
<td>3</td>
</tr>
<tr>
<td>LE640 Public Policy and Global Leadership</td>
<td>3</td>
</tr>
<tr>
<td><strong>Electives</strong></td>
<td></td>
</tr>
<tr>
<td>CN695 Special Topics in Communication</td>
<td>3</td>
</tr>
<tr>
<td>LE695 Special Topics in Leadership</td>
<td>3</td>
</tr>
<tr>
<td><strong>Practica</strong></td>
<td></td>
</tr>
<tr>
<td>CN 698 Capstone or LE698 Capstone</td>
<td>3</td>
</tr>
</tbody>
</table>

Total: 30
### Fiscal Summary for Proposed Academic Programs

Institution: **Washburn University**  
Proposed Program: **Master of Arts in Communication & Leadership**

#### Part I. Anticipated Enrollment

<table>
<thead>
<tr>
<th></th>
<th>Implementation Year</th>
<th>Year 2</th>
<th>Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Full-Time</td>
<td>Part-Time</td>
<td>Full-Time</td>
</tr>
<tr>
<td>A. Full-time, Part-time Headcount:</td>
<td>10</td>
<td></td>
<td>20</td>
</tr>
<tr>
<td>B. Total SCH taken by all students in program</td>
<td>150</td>
<td></td>
<td>300</td>
</tr>
</tbody>
</table>

#### 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.

<table>
<thead>
<tr>
<th></th>
<th>Implementation Year</th>
<th>Year 2</th>
<th>Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Budget</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries</td>
<td>$30,250</td>
<td>$46,650</td>
<td>$67,450</td>
</tr>
<tr>
<td>OOE</td>
<td>$27,500</td>
<td>$22,250</td>
<td>$17,250</td>
</tr>
<tr>
<td>Total</td>
<td>$57,750</td>
<td>$68,900</td>
<td>$84,700</td>
</tr>
</tbody>
</table>

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

- tuition revenue
1. President Inbody called the meeting to order at 10:00 am.

2. Request for additional items to agenda, none stated, agenda approved as distributed.


4. Service Area Policy

   The policy was distributed to all present. President Inbody gave a brief overview of how the service areas were developed.

   Many universities share service areas. Issues that come up between universities are usually dealt with by the Board through program approval.

   Community colleges are not allowed by statute to offer a class within another community college’s service area using state aid without first obtaining permission from the community college president from that area.

   Dr. Flanders suggested that a small group be appointed to discuss the regional issue in south central Kansas. All were in agreement.

   President Inbody will report to the Board that a small group of the presidents of the south central Kansas institutions will be formed to talk about the regional issue. It was agreed to retain the current policy. If the group, after their discussion, has suggestions for policy changes they will bring those back to SCOPS.

5. Report from System Council of Chief Academic Officers, Jon Marshall, Vice President for Academic Affairs, *Allen County Community College*

   Transfer and Articulation Council update – KCOG is scheduled for Washburn University on September 23. The courses that are potentially up for discussion and review are on the KBOR website.

   Work is being done in syncing IR, KHEDS data system and transfer and articulation council to make sure that all of the information is correct for all of the institutions.

   Credit for Prior Learning - The guidelines have been updated by the task force. The task force will meet again on May 16 and those guidelines are on the website for review. Several pieces to the CPL will be reviewed by the task force and the faculty senate presidents of the universities. The task force plans to bring together the guidelines for credit for prior learning, the Board policy which has not been updated in quite some time, the recommendations for CLEP/AP scores from the university faculty senate presidents who have met in the last month, Senate Bill 388 which addresses CLEP and has been in both House and Senate committees and has been amended and is in conference.

MINUTES

System Council of President
K-State University
Manhattan, KS
April 20, 2016
It was agreed that the faculty senate presidents of the universities will be meeting with the credit for prior learning task force on May 16 at the Board of Regents office to try to bring all of these pieces together toward a draft policy which will then come to SCOCO in June.

Reverse Transfer Agreement. The Reverse Transfer Agreement has been in effect for approximately one and a half years. It was agreed that the procedure would be updated after implementation. University and community/technical college registrars, and academic officers if they wish to join, will meet this summer and form some of collaborative procedure to be brought before SCOCO by September.

6. The meeting was adjourned at 10:50 am.
AGENDA

Council of Presidents
Suite 530
11:00 a.m. or adjournment of SCOPs
May 18, 2016

1. Approve minutes from April 20, 2016.

2. Report from Council of Chief Academic Officers

3. Report from Council of Chief Business Officers

4. Report from Council of Government Relations Officers

5. Report from Council of Chief Student Affairs Officers

6. Report from Regents Information Technology Committee

7. Report from University Support Staff

8. Discuss Board Goal Five: Inclusion of Business/Community Engagement in Tenure Criteria

9. Other matters
MINUTES

Council of Presidents
K-State University
April 20, 2016

1. President Martin called the meeting to order at 11:05 am.

2. Minutes from March 23, 2016 were approved.

3. Report from Council of Chief Academic Officers. Dr. Graham Glynn, Provost and Chief Academic Officer, Fort Hays State University

   Program Requests approved by COPS
   FHSU- Degree name change from Music to Performing Arts for Bachelor of Arts

   Department Name Change
   KSU-Department of Horticulture, Forestry, Recreation Resources to Department of Horticulture and Natural Resources

4. Report from Council of Chief Business Officers, Mr. Michael Barnett, Vice President for Administration and Finance, Fort Hays State University

   Effective July 1, earnings capabilities of KPERS retirees who are hired by a KPERS participating employer will be raised to $25,000. The earnings cap will now apply to a KPERS retiree who is hired by a university and participates in the KBOR mandatory plan.

   FSLA rule change – potential changes to the nonexempt classification as it relates to overtime on our campuses. With the possible increase in the salary level required to be exempt a number of our employees will become nonexempt and eligible for overtime. This could result in a significant increase in overtime payouts.

   KPERS delayed payment – If the Governor exercises his ability to delay the KPERS final quarter payment for KPERS-State employers, the funds will be swept from our budgets for FY 16. The payment is required to be “made up” with interest in FY 17 but no provision for restoring what was swept in included in the bill resulting in a base cut for our universities.

5. Report from Council of Government Relations Officers, Ms. Debra Prideaux, Government Relations Officer and Alumni Director, Fort Hays State University

   The Governmental Relations (SCOGRO) team met to review current projects, discuss legislation and Omnibus scheduled to begin Wed., April 27.

   The Consensus Review Estimate (CRE) group met review financial commitments and available resources. Declining revenues are anticipated for the remaining months of the year which will find the legislature looking for additional revenue.

   The Appropriations and Ways & Means committees will be meeting jointly this week then break into individual meetings to review CRE numbers and prepare for the Omnibus Bill (HB2268).
Other GR items discussed included tuition cap removal, possible changes to tax plan, outcome of A&M efficiency study, comprehensive grant, status of Public/Private/Partnership bill (P3), USS benefits, and the Gannon decision anticipated to be released in mid-May.

Both chambers are up for reelection which could impact the end of session. The liaisons will stay vigilant in terms of monitoring key legislation and budgetary items impacting higher education.

6. Report from Council of Chief Student Affairs Officers, Dr. Joey Linn, Vice President for Student Affairs, Fort Hays State University

The Chief Student Affairs Officers met on the campus of Kansas State University on Tuesday, April 19th. The following agenda items were discussed during this meeting.

Brett Bruner, Director of Transition and Student Conduct at Fort Hays State University, was invited to the meeting to discuss the future of the Kansas Student Affairs Conference (KSAC). Mr. Bruner was charged with assembling a KSAC Advisory Committee to study a variety of issues such as strategic future host sites across Kansas that would garner high attendance along with providing a stronger structure for this annual conference. His committee consists of 10 members from across the state with representation from a variety of institutions. A number of great ideas were discussed and will be put in place for future conferences. Kansas State University will host the 2016 conference on October 14th. Recommendations were made for Wichita to host the 2017 conference and Lawrence the 2018 conference.

Other items discussed included:
   a. Who provides leadership for camps and conferences at each institution.
   b. Qualified Admissions update due to Jean Redeker by May 9th.
   c. Additional KBOR group, Title IX officers.
   d. Non-academic misconduct transcript notations.

Dr. Pat Bosco and Dr. Michael Lynch provided a tour of the new "New Student Service Center" which will be open in late May. The group also received a tour of Wefald Hall which is a brand new residential hall facility currently under construction which will be the home of over 500 students on the KSU campus.

The next CSAO meeting will take place on the campus of Emporia State University on Tuesday, May 17th.

7. Report from Regents Information Technology Committee, Dr. Joy Hatch, Vice President for Technology, Fort Hays State University

The Regent Information Technology Committee (RITC) met virtually on Tuesday, and welcomed two new members. Rob Caffey, the newly appointed Interim CIO for K-State and Dave Antonacci, the Deputy CIO for KUMC.

The Healthcare Connect Fund was discussed and the group is working to determine what will be covered and how to obtain that coverage. Applications for all the regional institutions have been filed with the Universal Service Administrative Company (USAC) by e-Link/UAMS. USAC now has 30 days to act on these requests. It is possible that the colleges may be contacted by USAC.

The group also discussed the Legislative Post Audit security review, specifically listening to KUMC, and their overall and specific impressions of the visit. KUMC has completed their onsite visit, Emporia
is in the middle of their audit, and WSU, K-State, and FHSU are scheduled to be completed this year. PSU’s audit has been postponed due to the ERP implementation, and will likely occur next year. The group discussed general strategies for security, including security awareness training, access control, and more.

The last topic of discussion was CHECK 2016, the conference on higher education computing in Kansas. This year’s conference will be held conference that will be May 24 and 25 at Washburn University. CHECK is sponsored by RITC and rotates among the member institutions. The sessions cover a wide variety of timely topics in a variety of formats that include an invited keynote, panel discussions, and individual presentations. Attendees include all Kansas higher education institutions: 2-year, 4-year, public, private, and technical.

The next RITC meeting will be held face-to-face at CHECK, so there will be no report for the KBOR May meeting.

8. Report from University Support Staff, Marcia Tacha, President USS, Fort Hays State University

USS met by conference call. It was reported that the Governance committee has approved the leave equality proposal and it will now proceed to the board agenda.

USS discussed KPERS issues and the effect on individuals. The group also discussed conceal carry and the tuition cap.

CBIZ has been completed at FHSU and other universities are still in process. There is a concern with transparency of the information from CBIZ.

9. Nomination of CEO to replace President Schulz on the Board Retirement Plan Committee

Nomination of President Mirta Martin by COPS. Accepted by President Martin.

10. Other matters -Discussion on the bankruptcy of Wright Career College.

Discussion of concern of the 1,000 or more students that were not taken care of and what our responsibilities might be for these students. Breeze Richardson informed COPS that students should contact the board office and students will be given the most current information and assistance with transcripts.

11. Adjournment 11:45 am.
The System Council of Chief Academic Officers will meet in the Kathy Rupp Room located in the Curtis State Office Building at 1000 SW Jackson, Suite 520, Topeka, Kansas, 66612.

I. Call To Order
   A. Approve Minutes
      April 20, 2016, Meeting

II. Informational Items
   A. Master of Arts in Communication and Leadership
      Washburn

III. Update
   A. Transfer and Articulation Council
      Karla Wiscombe
   B. Credit for Prior Learning
      Karla Wiscombe

IV. Adjournment
The System Council of Chief Academic Officers met on Wednesday, April 20, 2016.

### In Attendance:
- **Co-Chairs:** Jon Marshall, Allen CC  
  Graham Glynn, FHSU
- **Staff:** Gary Alexander  
  Karla Wiscombe  
  Rita Johnson
- **Others:**  
  Sara Rosen, KU  
  Andy Anderson, JCCC  
  Lori Winningham, Butler CC  
  David Cordle, ESU  
  Randy Pembrook, Washburn  
  Lynette Olson, PSU  
  Robert Klein, KUMC  
  Lori Cook-Benjamin, FHSU  
  Stuart Day, KU  
  April Mason, KSU  
  Tony Vizzini, WSU  
  Steve Loewen, FHTC  
  Rick Moehring, JCCC  
  Peer Moore-Jansen, WSU  
  Fred Guzek, KSU  
  Barbara Nagel, KSU  
  Rick Muma, WSU  
  Lindsay Chapman, KSU  
  Brenda Chatford, NWKTC  
  Aron Potter, Coffeyville CC  
  Julie Samuels, PSU  
  Alyssia Johnston, Fort Scott CC  
  Steven Grenus, KU  
  Marilyn Mahan, MATC  
  Susan Cooper, KSU  
  Elaine Henrie, ESU  
  Bayram Yildirim, WSU

Jon Marshall called the meeting to order at 9:00 a.m.

April Mason welcomed everyone to the Kansas State University campus.

### Approve March 23, 2016 Minutes

Randy Pembrook moved, and Lynette Olson seconded the motion, to approve the March 23, 2016 minutes as written. Motion carried.

### Updates

- **Transfer and Articulation Council – Karla Wiscombe**
  - Requested institutions to submit updates to KRSN matrix
  - Updating 50 Course Equivalency Guides
  - Updating Course Inventory
  - Upcoming KCOG meeting on September 23, 2016 at Washburn University
  - Requested institutions submit KCOG attendee information by May 6, 2016
  - Posting KCOG meeting information on the website located at [2016 Annual KCOG Meeting](#)

- **Credit for Prior Learning – Karla Wiscombe**
  - Updated CPL guidelines since last fall
  - Requesting further suggestions to the guidelines
  - CPL Meeting to be held May 16th
  - Involving IR and Registrars in the CPL Data Collection pilot program
  - Collecting data on types of CPL that institutions are awarding
  - Discussed Cut Score Policy and SB 388
• Handed out current Cut Score Policy
• CPL Task Force working to align the Cut Score Process, the Cut Score Policy and SB 388
• CPL Task Force requesting institutions to provide input
• SCOCAO requested CPL Task Force report at June meeting

Discussion

• Reverse Transfer Procedure
  o Jon Marshall requested no discussion at this time
  o Organizing a meeting this summer to review all procedural documents
  o Presenting report at September 2016 SCOCAO meeting

There being no other business, meeting adjourned at 10:05 am.
AGENDA

COUNCIL OF CHIEF ACADEMIC OFFICERS
May 18, 2016
9:15 am – 10:00 am
reconvene at noon

The Council of Chief Academic Officers will meet in the Kathy Rupp Room located in the Curtis State Office Building at 1000 SW Jackson, Suite 520, Topeka, Kansas, 66612.

I. Call To Order
   A. Approve Minutes
      April 20, 2016, Meeting
      Graham Glynn, Chair

II. Program Request
   A. Minor in Social Justice in the U.S.
      KU

III. Informational Items
   A. Changes in Certificates and Emphases
      - Add Certificate in Geographic Information Systems
      - Adding emphases in Geographic Information Systems, Environmental Geography and Sustainability, and in Urban Development to the BS in Geography
      - Deleting the emphases in Design and in Manufacturing from the BAST in Plastics Engineering Technology
      PSU

IV. Discussion Items
   A. Degree Stats Report
      Gary Alexander
      Cindy Farrier
   B. Early FAFSA/Prior-Prior-Year
      Tony Vizzini
   C. Michael Tilford Conference
      Lynette Olson

V. Update
   A. University Press of Kansas Board Meeting
      Gary Alexander

VI. Adjournment

AGENDA MATERIALS DUE | MEETING DATES | LUNCH ROTATION
---------------------|--------------|------------------
April 20, 2016       | May 18, 2016  | PSU
May 25, 2016         | June 15, 2016 | ESU

*Please Note: New Program Proposals are to be submitted 4 weeks prior to the next COCAO meeting for review and processing purposes.
The Council of Chief Academic Officers met on Wednesday, April 20, 2016, and reconvened at noon.

In Attendance:
Members: Lynette Olson, PSU  David Cordle, ESU  Randy Pembrook, Washburn
         Sara Rosen, KU  April Mason, KSU  Robert Klein, KUMC
         Tony Vizzini, WSU  Graham Glynn, FHSU

Staff: Gary Alexander  Karla Wiscombe  Susan Fish

Others: Aron Potter, Coffeyville CC  Stuart Day, KU  Rick Muma, WSU
         Lindsay Chapman, KSU

Graham Glynn called the meeting to order at 10:15 a.m.

Approve March 23, 2016 Minutes

A motion was made and seconded to approve the March 23, 2016 minutes as written. Motion carried.

Program Requests

- FHSU – Request approval to change the degree name from Music to Performing Arts for Bachelor of Arts. Tony Vizzini moved, and Lynette Olson seconded the motion, to approve the degree name change from Music to Performing Arts for Bachelor of Arts. Motion carried unanimously.

- KSU – Request approval to change the name of the Horticulture, Forestry and Recreation Resources Department to the Department of Horticulture and Natural Resources. Tony Vizzini moved, and Sara Rosen seconded the motion, to approve the department name change to Department of Horticulture and Natural Resources. Motion carried unanimously.

Informational Matters

- Informational Items
  ESU – Academic Program Name Change for two items:
  - From Adaptive Concentration to High Incidence Concentration for Master of Science in Special Education
  - From Special Education Adaptive Endorsement to Special Education High Incidence Endorsement

- Karla Wiscombe announced the Teacher Education Competitive Grant Awardees.

- AP/CLEP summary hand-out was distributed and discussed.

- Credit for Prior Learning discussion involved:
Description of a voluntary program for the institutions
- All institutions should review and try to include degrees and courses that support the military personnel to attain credentials
- Course alignment completed by ACE for some universities

Discussion Items

Qualified Admissions
Gary Alexander requested a brief paragraph from the universities on the impact Qualified Admissions has on their institution. Please submit the paragraph to Jean Redeker by May 9, 2016.

A motion was made and seconded to recess until noon. Motion carried.

COCAO reconvened at noon.

Other Matters

- Degree Stats

  April Mason discussed the Degree Stats concerns that KSU faculty have brought to her attention. Positive side is faculty are getting involved and are passionate about making improvements to the program.

  COCAO members collectively agree there needs to be a mechanism to continuously improve the data collection process. The program should capture data for all students that graduate, from the self-employed to those working outside of Kansas. A suggestion was made for the Council of Institutional Research directors to work with KBOR to modify the program.

  Degree Stats is prompted by a bill in the legislature, we are all working together to make it a better tool to inform future students of the educational opportunities available in Kansas.

  COCAO members requested to be updated as work on the Degree Stats project continues.

- Suggestion was made to use the lunch forum to openly discuss a problem a university is encountering or to share a best practice. Start having half day retreats for COCAO members prior to the monthly meetings for these types of discussion.

- Discussed FAFSA’s change in the filing time frame and the effect on requesting tuition rate increase. Tony Vizzini will follow up with an e-mail to the COCAO members.

There being no other business, meeting adjourned.
CURRENT FISCAL YEAR MEETING DATES

Fiscal Year 2016

<table>
<thead>
<tr>
<th>Meeting Dates</th>
<th>Agenda Material Due to Board Office</th>
</tr>
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<tbody>
<tr>
<td>August 11-13, 2015</td>
<td>August 26, 2015 at noon</td>
</tr>
<tr>
<td>September 16-17, 2015</td>
<td>September 23, 2015 at noon</td>
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<tr>
<td>October 14-15, 2015</td>
<td>October 28, 2015 at noon</td>
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<tr>
<td>November 18-19, 2015</td>
<td>November 24, 2015 at noon</td>
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<tr>
<td>December 16-17, 2015</td>
<td>December 30, 2015 at noon</td>
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<tr>
<td>January 20-21, 2016</td>
<td>January 27, 2016 at noon</td>
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<tr>
<td>February 17-18, 2016</td>
<td>March 2, 2016 at noon</td>
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<td>March 23-24, 2016</td>
<td>March 30, 2016 at noon</td>
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<tr>
<td>April 20-21, 2016</td>
<td>April 27, 2016 at noon</td>
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<tr>
<td>May 18-19, 2016</td>
<td>May 25, 2016 at noon</td>
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<tr>
<td>June 15-16, 2016</td>
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TENTATIVE MEETING DATES

Fiscal Year 2017

<table>
<thead>
<tr>
<th>Meeting Dates</th>
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<tbody>
<tr>
<td>July 21, 2016 – Budget Workshop</td>
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<tr>
<td>August 9-11, 2016 – Retreat</td>
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<td>September 14-15, 2016</td>
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<td>October 19-20, 2016</td>
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<tr>
<td>June 14-15, 2017</td>
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COMMITTEES (2015-2016)

Shane Bangerter, Chair
Zoe Newton, Vice Chair

Standing Committees

<table>
<thead>
<tr>
<th>Committee</th>
<th>Chair</th>
<th>Vice Chair</th>
<th>Member</th>
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<tbody>
<tr>
<td>Academic Affairs</td>
<td>Helen Van Etten</td>
<td>Zoe Newton</td>
<td>Daniel Thomas</td>
<td>Ann Brandau-Murguia</td>
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<td>Joe Bain</td>
<td>Dave Murfin</td>
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Board Representatives and Liaisons

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<tr>
<th>Organization</th>
<th>Representative</th>
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<tbody>
<tr>
<td>Education Commission of the States</td>
<td>Zoe Newton</td>
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<tr>
<td>Postsecondary Technical Education Authority</td>
<td>Tom Burke</td>
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<td>Ray Frederick</td>
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<td>Kansas Bioscience Authority</td>
<td>Kenny Wilk</td>
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<td>Jerry Boettcher</td>
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<td>Midwest Higher Education Compact (MHEC)</td>
<td>Helen Van Etten</td>
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<td>Blake Flanders</td>
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<td>Washburn University Board of Regents</td>
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<td>Transfer and Articulation Advisory Council</td>
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<td>KSDE/KBOR Coordinating Council</td>
<td>Dennis Mullin</td>
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<td>Helen Van Etten</td>
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