

Board of Regents Meeting

Thursday, 6/23/2022

4:00 - 6:00 PM CT

I. Call to Order

II. Roll Call

Mr. Beck
Ms. Buhler
Mr. Dietrick
Mr. Hulse
Mr. Klausman
Mr. Padilla
Mr. Schmidt
Mrs. Sourk

III. Fiscal Year 2023 Public Rate and Public Budget - Publish Notices of Hearings - Luther Lee

FY 2023 Public Rate and Publish Notice of Hearings - Page 4

IV. Approval of Minutes of Past Meeting(s)

A. Approval of the Minutes of the May 5, 2022 Meeting

Minutes of the May 5, 2022 Meeting - Page 5

B. Approval of the Minutes of the May 26, 2022 Meeting

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V. Election of Officers and Special Officers

VI. Officer Reports

A. Chair's Report

B. President's Report

C. Committee Report(s)

1. Audit Committee - Terry Beck

2. Budget/Finance Committee - Jim Klausman, Chair

VII. New Business

A. Consent Agenda

1. Liquidated Claims Approval - April 2022 - Luther Lee

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2. Liquidated Claims Approval - May 2022 - Luther Lee

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3. Proposed Washburn University Board of Regents' Meeting Dates for 2022-2023 - President Farley

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4. WUPRM Sponsored Projects Presented By: Luther Lee

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B. Action Items

- 1. Fiscal Year 2023 Operating Budget - Washburn University and Washburn Institute of Technology - Luther Lee**
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FY23 WU Planning Budget Scenario - Page 23
FY23 WU Proposed Budget - Page 24
FY23 WTech Proposed Budget - Page 43
- 2. Emeritus Presented By: Laura Stephensen**
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- 3. Eminentes Universitatis Presented By: Luther Lee**
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- 4. WUPRM Alcohol Policy Presented By: Luther Lee**
WUPRP Alcohol Sales - Page 55
- 5. Presidential Search Firm RFP - Ratification - Marc Fried**
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- 6. Expenditures over \$50,000**
 - a. Contracted Services with Pinegar, Smith & Associates, Inc. - President Farley**
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PinegarSmith.Contract - Page 59
 - b. Property Insurance Renewal Presented By: Luther Lee**
Property Insurance Renewal 22-23 - Page 63
 - c. Law School Lexis Nexis Presented By: Luther Lee**
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 - d. Law Building Networking Equipment Presented By: Luther Lee**
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 - e. Law Building General Construction Change Order Presented By: Luther Lee**
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 - f. Track Outdoor Throwing Area Regrade Presented By: Luther Lee**
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 - g. Football Locker Room Replacement of HVAC Unit Presented By: Luther Lee**
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 - h. Facilities Services Building - Construction Manager at Risk Presented By: Luther Lee**
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 - i. Washburn Tech HVAC Replacement - Building G Presented By: Luther Lee**
Washburn Tech HVAC Replacement - Building G - Page 84
 - j. White Concert Hall Stage Lift Preparation Presented By: Luther Lee**
White Concert Hall Stage Lift Preparation - Page 85
 - k. Living Learning Center DOAS Unit Replacement Presented By: Luther Lee**
Living Learning Center DOAS Unit Replacement - Page 86

I. Apple Computer Refresh Presented By: Luther Lee

Apple Computer Refresh - Page 87

VIII. Information Item

A. Impact of change to Topeka senatorial districts Presented By: Marc Fried

IX. Executive Session

Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: Fiscal Year 2023 Public Rate and Public Budget – Publish Notices of Hearings

DESCRIPTION:

Pursuant to Kansas Law, Fiscal Year 2023 public rate and public budget hearings must be held between August 20th and September 20th. Formal notices announcing the public hearings must be published in the newspaper at least 10 days prior to the hearings.

FINANCIAL IMPLICATIONS:

The actual public rate and public budget documents will be completed once Fiscal Year 2022 expenditure reports, property assessment values, and revenue neutral mill levies are finalized. Copies of the final documents will be provided to the Board prior to the September 15, 2022 public hearings.

RECOMMENDATION:

President Farley recommends approval by the Board of Regents to publish the Notice of Public Rate Hearing and Notice of Public Budget Hearing no later than 10 days prior to the September 15, 2022 public hearings.

Date

Jerry B. Farley, President

**WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
May 5, 2022**

I. Call to Order

Acting Chairperson Buhler called the meeting to order at 4:00 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

II. Roll Call

Present were: Ms. Buhler, Mr. Dietrick, Mr. Hulse, Mr. Klausman, and Mrs. Sourk. Mr. Schmidt arrived at 4:10pm, before Item V.B.2.

III. Approval of Minutes of the March 24, March 30, and April 5, 2022 meetings

Motion by Regent Sourk and second by Regent Dietrick to approve the Minutes of the March 24, March 30, and April 5, 2022, meetings. Motion passed.

IV. Officer Report's

A. Chair's Report

Regent Buhler announced she was filling in for Chairperson Beck. The end of the year is an exciting time for graduation. Ms Buhler wished everyone the best. Acting Chair Buhler stated that with Dr. Farley's retirement, when Board Chair Beck returns from his trip, the process will begin moving to address the transition including the hiring of search firm and will involve members of the Washburn community as well as the greater community to make sure the Board hears all your voices.

B. President's Report

Dr. Farley reminded the Board that Commencement is Saturday with many events going on. These end of year events are mostly for students but also for faculty and staff. Washburn is lucky to have good quality students and please come to any of the events on campus.

President Farley announced that Dr. Laura Stephenson will serve as the interim Vice-President for Academic Affairs. She has been at Washburn for many years and has done an excellent job as Dean of the College of Arts and Sciences.

Dr. Farley announced that Jeffrey Jackson will be the interim Dean of the Law School.

President Farley also announced that Mike Strohschein is the interim Dean at Washburn Tech and is a candidate for the permanent position.

Dr. Farley informed everyone that Brenda Holiday, Washburn's Softball coach was named MIAA Conference softball coach of the year and Sophomore Jaycee Ginter was named MIAA player of the year.

President Farley announced that the WSGA elections have concluded. The new president is Shayden Haynes and Quinn Leffingwell is the new vice-president.

V. New Business

A. Consent Agenda

Motion by Regent Klausman and second by Regent Hulse to approve the Consent Agenda. Motion passed.

Approved by action of the Board:

- 1. Liquidated Claims Approval – February 2022**
- 2. Liquidated Claims Approval – March 2022**

B. Action Items

1. Resolution for Authorization of Kansas Municipal Investment Pool Transactions

Vice-President for Administration and Treasurer Lee presented. Washburn periodically uses the Kansas Municipal Investment Pool for holding Washburn monies. Due to changes in the VPAT office, additional people are being added to the Investment Pool account to have the authority to make deposits and withdrawals. The people added are Rhonda Thornburgh, Director of Budget Planning and Analysis and Marsha Holmgren, Director of Accounting. Motion by Regent Sourk and second by Regent Dietrick to approve the resolution adding the persons to the Investment Pool account. Motion passed.

2. Washburn University Policies, Regulations and Procedures Manual – Section D. Classification and Compensation

VPAT Lee presented the item. Currently, 12-month faculty are not eligible to receive additional remuneration for teaching additional credit hour courses. Mr. Lee stated this change in policy would allow procedures to make 12-month faculty eligible to receive remuneration if filling in to replace faculty. Motion by Regent Dietrick and second by Regent Klausman to approve the policy change. Motion passed.

3. Personnel

a. Emeriti

Dr. Farley presented the item. Three people are to be recognized with the title of Professor Emeritus. President Farley noted he has worked with each of the individuals extensively. Dr. Farley stated that he did not have time to go through all of their accomplishments, but they all have made Washburn a much better place. Motion by Regent Klausman and second by Regent Dietrick to award the title of Professor Emeritus to Dr. Gary Bayens, Dr. Keith Mazachek and Dr. JuliAnn Mazachek. Motion passed.

b. Faculty/Staff Personnel Actions

VPAA Mazachek presented the item. Dr. Mazachek noted that two faculty members are seeking a leave of absence. Professor Boyack will be a visiting professor at the University of Iowa. Vice-President Mazachek noted that it is common for law faculty to serve as visiting professors at other law schools. VPAA Mazachek stated three other faculty members are seeking approval of phased retirement plans and one is requesting a leave of absence for one semester for personal reasons. Dr. Mazachek noted the other two items are not related to academics, but those positions do important work at Washburn. Motion by Regent Dietrick and second by Regent Sourk to approve the personnel actions. Motion passed.

4. Bachelor of Fine Arts in Studio Art

Dr. Mazachek presented the item. VPAA Mazachek wanted to recognize the Art Department, which has done much work in the last couple of years reviewing their programs. Dr. Mazachek advised the Board that based on Art Department's work, the Administration recommends Board approval for the creation of a Bachelor of Fine Arts in Studio Art degree. VPAA Mazachek noted that there will be no fiscal impact with this change. Motion by Regent Hulse and second by Regent Dietrick to approve the creation of the Bachelor of Fine Arts in Studio Art degree. Motion passed.

5. Academic Program Deletions

VPAA Mazachek presented the item. Dr. Mazachek advised that all but two of the programs/concentrations listed in the agenda item are being replaced by the new program just approved. VPAA Mazachek stated the other two programs currently have no students and anticipate no students.

In response to a question indicating surprise there is no interest regarding child development, Dr. Mazachek answered that the program being deleted is an associate degree and everyone is now getting Bachelor's degrees in the field so no interest in the associate degree program. Motion by Regent Klausman and second by Regent Dietrick to approve the program deletions. Motion passed.

6. Expenditures over \$50,000

a. EAB Student Success Collaborative (Navigate & Academic Planning Technology)

VPAA Mazachek presented the item. Dr. Mazachek noted that she came before the Board in September 2017 and promised that using the Navigate platform would help with setting up appointments and create more interactions with our students. VPAA Mazachek noted that Navigate is a mobile app that students can use on their phones and it also provides analytics to be able to intervene earlier to help students succeed. Dr. Mazachek noted that Navigate is the technology backbone to which Washburn has added other products. VPAA Mazachek advised Navigate has helped Washburn achieve its on-time graduation initiatives and allowed for coordinated care for students, including having 90% of Washburn's faculty responding with progress reports which is very helpful to allow intervention for students in need..

Dr. Mazachek then asked Dr. Alan Bearman, Dean of Libraries, to assist with the presentation. Dr. Bearman noted Washburn is an open admission university so Washburn meets students where they are. Dean Bearman stated that the course catalog is confusing for our students, particularly first generation students, who make up almost 50% of the student population. Dr. Bearman added that Navigate simplifies the catalog information for the students, and it allows students, faculty and staff to collaboratively develop a plan for the student to graduate on time. Dean Bearman added that one program that has been most successful is the Math Pathways. The program went from 47% passing rate in the 2010-11 academic year to a 73% passing rate in the academic year 2019-2020.

Dr. Bearman noted that one significant barrier for students registering for classes is holds on student accounts, which are all legitimate, but most students don't know about the holds until time to re-enroll. By providing immediate notification of holds through Navigate, Washburn has cut by 37% the amount of time taken to resolve the holds. Dean Bearman advised that Navigate helped to increase student success appointments during the pandemic when other institutions were complaining about lack of communication with students.

Dr. Mazachek requested approval for renewal for another 5 years. Responding to a question as to why five years for the renewal, VPAA Mazachek answered that there is no good answer other than EAB operates in five years agreements and Washburn was comfortable with that.

Regarding a question about possible duplication between this agreement and the services approved in March, such as the adult learner, Dr. Mazachek responded that the services and tools in this agreement are different than those approved in the March Board items. VPAA Mazachek added that adult learners would be able to use the Navigate app when they become students.

In response to a question about if there were additional costs or upgrades during the first contract, Dr. Mazachek answered that there were no additional costs or upgrades during the contract. There was an additional cost when the academic planning technology was developed, but that is included with this agreement. Motion by Regent Dietrick and second by Regent Schmidt to approve the renewal of the EAB contract. Motion passed.

b. New Sterilization Processing Room Remodel on the Washburn Tech Campus

VPAT Lee presented the item. At the September 2021, meeting, the Board approved creation of this program. This item will allow for the remodel of facilities to create learning room for the program. Mr. Lee advised that this work will be funded from allocation of HERFF funds.

Responding to a question if these costs were known to the Board when they approved the program, VPAT Lee responded that these costs were known. Motion by Regent Schmidt and second by Regent Hulse to approve the room remodel. Motion passed.

c. TV Studio Replacement Equipment (Henderson 002)

Mr. Lee presented the item. VPAT Lee stated this is to replace TV studio equipment in Henderson Hall, which is used by students in mass media, and the equipment is failing. Mr. Lee advised that Washburn is utilizing a consortium contract that was previously bid.

Regarding a question about if Washburn bid the agreement, VPAT Lee responded that the consortium previously bid for this type of service and product and Washburn is able to use the amount bid by the vendor to the consortium. Motion by Regent Klausman and second by Regent Schmidt to approve the purchase of the TV Studio replacement equipment. Motion passed.

d. Memorial Union Lounge Furniture

Mr. Lee presented the item. VPAT Lee stated that the furniture, which dates back to the 2001 renovation, is heavily used by students and wearing out. Mr. Lee noted funding for this item was approved in the previous capital funds budget.

A question about contingencies was referred to Eric Just, Director of Facilities Services. Mr. Just answered that the full scope of a project is not always known until meeting with vendors. Mr. Just noted that sometimes the bids come in lower creating excess funds for a contingency. Mr. Just added that if the contingency is not used, those monies are put in a separate fund to use for other expenses, such as roof repairs.

Answering a question if the contingency covers prices that rise due to inflation, VPAT Lee stated prices will not go up in this case because prices are locked in.

Motion by Regent Sourk and second by Regent Hulse to approve the purchase of furniture for the Memorial Union. Motion passed.

e. BTAC Convocation Hall AV Upgrade

Mr. Lee presented the item. VPAT Lee advised this item is for installation of an integrated AV system in convocation hall. Mr. Lee noted that Washburn will be using a previously bid State of Kansas award and that funding comes from the previously approved capital improvements fund. Motion by Regent Klausman and second by Regent Dietrick to approve the Convocation Hall AV upgrade. Motion passed.

f. Library Subscriptions

VPAT Lee presented the item. Mr. Lee stated this is the annual renewal of library subscriptions. VPAT Lee advised these exceed \$50,000 on annual basis and they allow students to have high quality digital information. Mr. Lee stated these are sole source contracts and all are paid out of the Library's operating budget.

Responding to a question about if reducing the number of books would work for the library like it is for the new law school, Dr. Bearman responded the library has reduced physical books by 50% since he started as the Dean of Libraries. Motion by Regent Schmidt and second by Regent Hulse to approve the renewal of digital subscriptions for the library. Motion passed.

g. Law School Building - Furniture

VPAT Lee presented the item. Mr. Lee stated this item is to purchase and install furniture for the new law school building. VPAT Lee stated an evaluation matrix was established and used in evaluating the proposals. Mr. Lee advised several sources of pricing were utilized including Kansas state contracts and that funding is in law school building budget.

In response to a question about the original allocation in the law school budget and what is the status of the budget for the whole project, VPAT Lee advised the original allocation was for \$1.4M so purchase is below the budgeted allocation. Mr. Lee advised that for the budget for the whole project, there is still a significant contingency balance remaining and the project is still on schedule for completion this year. A request was made to provide an update on the law school building budget at the next meeting. Motion by Regent Sourk and second by Regent Dietrick to approve the purchase of furniture for the law school. Motion passed.

h. Veterans Memorial Monuments

VPAT Lee presented the item. Mr. Lee stated this item will replace and expand the Veterans' Memorial monuments near Morgan Hall. VPAT Lee advised the new monuments will list names of all 42 Washburn students who served in

Vietnam. Mr. Lee indicated the project is supported entirely by private funding. A poem in support of the item was provided to the Board by a member of the audience and Regent Hulse read the poem aloud. Motion by Regent Dietrick and second by Regent Schmidt to approve the purchase of the Veterans Memorial monuments. Motion passed.

i. ESports

VPAT Lee presented the item. Mr. Lee noted that the Board previously approved purchase of computers and technology service for the esports program, and this request is for additional items to support the program, including furniture and installation of equipment. VPAT Lee stated funding comes from Maintenance of Effort funds.

Answering a question about if the Board was made aware of additional costs when presented with the first item, Mr. Lee stated he could not remember presentation but all costs were part of the project budget. A request was made to advise the Board of when items will be added later.

In response to a question about where the esports equipment will be located, VPAT Lee stated it will be located in the Living Learning Center. Motion by Regent Buhler and second by Regent Dietrick to approve the purchase of the esports equipment. Motion passed.

j. HVAC Preventative Maintenance Agreement

Mr. Lee presented the item. VPAT Lee noted this is a renewal of a preventative HVAC maintenance agreement. Mr. Lee stated the agreement helps ensure the equipment stays in good order and lasts for a long time. VPAT Lee advised funding is from the facilities annual operating budget. Motion by Regent Sourk and second by Regent Schmidt to approve the maintenance agreement. Motion passed.

C. Information Item(s)

1. Quarterly Financial Analysis

VPAT Lee provided a review of financial reports for the quarter ending March 31, 2022.

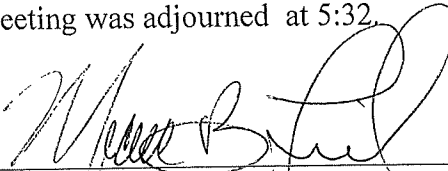
VI. Public Comments

A. Washburn Faculty Senate – Kim Morse, outgoing Senate President; Shaun Schmidt, incoming Faculty President.

Outgoing Senate President Kim Morse and incoming Faculty Senate President Shaun Schmidt each read a statement regarding the search for the new Washburn President.

Motion by Regent Buhler and second by Regent Sourk to go into executive session for purposes of discussing personnel issues of non-elected personnel and to return to open session at 5:30. Motion passed.

Acting Chair Buhler re-opened the public meeting at 5:30. Meeting was adjourned at 5:32.



Marc Fried
Secretary, Board of Regents

Faculty Senate Presidents Public Comments
Washburn University Board of Regents (WUBOR)
May 5, 2022

Good afternoon. On behalf of the faculty of Washburn University we appreciate this opportunity to speak with you. My name is Kim Morse. I am completing my nineteenth year at Washburn. I am a Professor of History. I was a senator first from 2010-2012, served again from 2018 to 2020, and elected to serve as Senate president from May 2020 until Monday.

Good afternoon. I am Shaun Schmidt and am completing my 21st year at Washburn. I am Professor and serve as Chair of the Chemistry Department. Most recently, I served as Parliamentarian on Faculty Senate and as a member of the Executive Committee from May 2020 until Monday, when I was elected to again serve as Faculty Senate President.

President Morse:

Thank you, Dr., and Mrs. Farley, for your 25 years of service to Washburn and commitment to our motto, Non Nobis Solum. Thank you, Dr. Mazachek, true servant leader, mentor, our VPAA, and friend. Thank you to Dr. Bearman and Dr. Mazachek for acknowledging faculty efforts in support of student success. Faculty's efforts in the last two years to move us through the pandemic defy description. Crucial to what has made us good for students through the pandemic has been our commitment to shared governance. Shared governance is:

the structures and processes through which faculty, staff, administration, and sometimes students participate in the development of policies and in decision-making that affect the institution.

Faculty Senate is grateful to Dr. Mazachek for her commitment to shared governance as VPAA. It was through the partnership with her and her staff and with Dr. Grospitch and his staff that we are as strong and healthy as we are today.

Now, as we enter a transition phase that will define the future of Washburn, faculty is resolved in our commitment to shared governance, to working with administration, staff, and students in the visioning and decision-making procedures and processes essential in the transitions and in our future.

It is common on university campuses throughout the nation to incorporate governing boards in shared governance. As we build toward WU's future, we must incorporate WUBOR in shared governance. Indeed, Washburn is stronger when communication between students, staff, administration, faculty, and WUBOR is consistent and transparent.

For the last two years as Senate President, I have sent Monday emails to all faculty (and much of the staff). The purpose of the emails has changed over time, often responded to the crises of the moment, but consistently informed, shared the wisdom learned from colleagues, empathized, and encouraged. Lately, my repeated message has been faculty leads because faculty endures. On Monday faculty gathered at the last senate meeting of the year. The one

discussion item was VPAA and President transitions. What was immediately clear is that faculty embraces the transitions with equal parts optimism and anxiety. Faculty are resolute in the knowledge that faculty endures and leads especially now. Faculty insist on our right and our obligation to participate in conversations about transition processes and in the transition processes as they evolve.

President Schmidt:

I am honored to have been associated with Faculty Senate since its inception. While the mission of Faculty Senate is clearly set forward in our constitution, each Faculty Senate President has led the faculty in their own way, on the course that they see forward. These are normal and necessary adjustments that occur with any transition in leadership. However, when considering changes in University executive leadership, setting a clear, strategic, new direction is much more critical for the long-term health of the institution. Therefore, Faculty are resolved in the following:

1. Washburn is not well-served by a rapid search for a long-term president. Instead, we believe an Interim President is needed to guide the university community's transition to the next long-term presidency. The KBOR approach to appointing executive leadership may work for our cousin institutions. However, Washburn is unique in its role in our community and faces a set of unique challenges.
2. Faculty request the opportunity to work with an Interim President who can help all of us (faculty, staff, students, and WUBOR) assess how healthy we are and clarify our identity in a post-pandemic world. An interim can see us with a fresh set of eyes and can make tough decisions which begin our transition from the status quo of a long-term presidency. This interim can help us become more focused and strategic to attract candidates for the Presidency with the correct skill sets needed to fit the leadership and management needs for Washburn University in the present and in our future.
3. Faculty knows that the president chooses a VPAA or Provost who is the best fit to carry the University's vision. For that reason, the *next long-term* president of Washburn must work with WUBOR, faculty, staff, and students in the search for the next long-term VPAA or Provost.
4. A long-term interim president is not necessary. It is probable that an interim presidency, with an individual skilled in executive transitions, could last less than a year.

Dr. Farley managed the institution for a quarter of a century. It is time for the community of the institution to look at ourselves, our strengths and challenges moving forward. We need to take the time necessary to give you the feedback that you need so that *together* we may find our next president. An interim president is essential. If you choose to move forward with the search for a long-term president without an interim presidency, you impede the next long-term President and their ability to lead all of us forward.

Thank you for your servant leadership as Regents to Washburn. We know that you take this obligation seriously. We look forward to our future as IChabods...together.

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
May 26, 2022

I. Call to Order

Chairperson Beck called the meeting to order at 3:03 p.m. in the Forum Room of the Bradbury Thompson Alumni Center on the Washburn University campus.

II. Roll Call

Present were: Mr. Beck, Mrs. Buhler, *Mr. Dietrick, Mr. Hulse, and *Mr. Klausman. Mr. Padilla appeared in person at 3:06 p.m.

* Participated via Zoom protocol.

III. Discussion regarding hiring a search firm

Discussion regarding how to select a search firm. Per an earlier request of the Board, a list of five search firms based on certain criteria was emailed to the Board by University Counsel Fried prior to the meeting. All five of those firms appeared on the larger list of firms from a Kansas Board of Regents list of possible firms. Discussion about if the Board should issue an RFP and if the RFP should go to all firms or just the five from the email.

Motion by Regent Klausman and second by Regent Padilla to send the RFP to just the five on the list.

Discussion on the motion occurred. Question was raised if the RFP if going only to the five or if others would have the opportunity to respond.

Regent Klausman then amended his motion to seek presentations from only the five firms. Regent Padilla seconded the amended motion.

Concern was expressed about not doing an RFP. It was suggested that using an RFP would help define the scope of what the search firm would be asked to bid. If, after interviewing the five, the Board is not satisfied, then nothing keeps the Board from then doing an RFP.

Discussion was then had about the process for doing an RFP, including the length of time to prepare, publish and receive responses to the RFP.

In response to a question about Washburn bidding procedures, Counsel Fried stated that he believed the requirements were if the amount were to be in excess of \$50,000 and that selection criteria does not require taking the lowest bid but it is a factor.

A vote was then called on the motion. Motion passed 5 -1 with Regent Hulse voting no.

Discussion then occurred about information wanted from the search firms. The potential timeline for hiring a search firm would be the end of June.

IV. Job description and salary

Discussion about updating the job description and determining the salary for the position. The search firm could be helpful in finalizing these tasks.

V. Selection of search committee

Chair Beck asked for names to be considered for the search committee from other Board members. Regent Beck proposed he and Regent Buhler put together a proposed committee. When a question arose as to the composition of the of the committee, Regent Beck stated it was to be inclusive of the various stakeholders for Washburn. Chair Beck then stated that the Board would vote on the final composition of the committee and also select a chairperson for the committee. No objections to Regents Beck and Buhler putting together a proposed committee.

It was moved and seconded to adjourn. The meeting adjourned 3:39 p.m.

Marc Fried
Secretary, Board of Regents

**Agenda Item No.
Washburn University Board of Regents**

SUBJECT: Liquidated Claims Approval – April 2022

DESCRIPTION: Listed below is a summary by fund of all claims processed during the month of April 2022.

To the best of my knowledge and belief, I certify that the liquidated claims submitted in this transmittal are in compliance with all applicable laws and University policies.

Luther Lee, Vice President for Administration & Treasurer

WASHBURN UNIVERSITY		
Fund #	Fund Name	Total Claims
1.	General Fund	\$3,032,231
2.	Debt Retirement & Construction Fund	-0-
3.	Building and Construction Fund	2,090,417
4.	Endowment Fund	-0-
5.	Student Loan Fund	3,000
7.	Tort Claim Fund	1,707
8.	Restricted and Agency Fund	346,056
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	80,754
	Sub-Total	5,554,165
	Payroll	2,831,869
	Payroll Withholding ACH Transactions	2,437,828
	Total	\$10,823,862

WASHBURN INSTITUTE OF TECHNOLOGY		
1.	General Fund	\$233,976
3.	Building and Construction Fund	68,315
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	7,222
13.	Government and Research Fund	15,174
	Sub-Total	324,687
	Payroll	350,941
	Payroll Withholding ACH Transactions	117,473
	Total	\$793,101

Date

Jerry B. Farley, President

**Agenda Item No.
Washburn University Board of Regents**

SUBJECT: Liquidated Claims Approval – May 2022

DESCRIPTION: Listed below is a summary by fund of all claims processed during the month of May 2022.

To the best of my knowledge and belief, I certify that the liquidated claims submitted in this transmittal are in compliance with all applicable laws and University policies.

Luther Lee, Vice President for Administration & Treasurer

WASHBURN UNIVERSITY		
Fund #	Fund Name	Total Claims
1.	General Fund	\$2,701,354
2.	Debt Retirement & Construction Fund	-0-
3.	Building and Construction Fund	1,302,365
4.	Endowment Fund	-0-
5.	Student Loan Fund	-0-
7.	Tort Claim Fund	63,301
8.	Restricted and Agency Fund	239,135
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	181,903
	Sub-Total	4,488,058
	Payroll	2,916,284
	KMIP Investment Transfer	10,000,000
	Payroll Withholding ACH Transactions	1,835,949
	Total	\$19,240,291

WASHBURN INSTITUTE OF TECHNOLOGY		
1.	General Fund	\$122,680
3.	Building and Construction Fund	140,248
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	14,145
13.	Government and Research Fund	106,483
	Sub-Total	383,556
	Payroll	351,637
	Payroll Withholding ACH Transactions	116,584
	Total	\$851,777

Date

Jerry B. Farley, President

Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: Proposed Washburn University Board of Regents' Meeting Dates for 2022-2023

DESCRIPTION:

Thursday, October 20, 2022
Thursday, December 8, 2022
Thursday, February 2, 2023
Thursday, March 16, 2023
Thursday, May 4, 2023
Thursday, June 15, 2023
Thursday, September 21, 2023 (Public Rate and Budget Hearings)

FINANCIAL IMPLICATIONS:

None.

RECOMMENDATION:

President Farley recommends the Board of Regents approve the 2022-2023 Washburn University Board of Regents' meeting dates.

Date

Jerry B. Farley, President

Agenda Item No.
Washburn University Board of Regents

SUBJECT: Washburn University Policies, Regulations, and Procedures Manual -
Section O. Sponsored Projects

DESCRIPTION:

The Washburn University Policies, Regulations, and Procedures Manual identifies the need for grant funded positions to receive compensation and/or benefits consistent with those of non-grant funded positions. However, the policy does not address the need to also consider the Federal Office of Management and Budget (OMB) at 2 C.F.R., Chapter II, Part 200 ("Uniform Guidance") federal cost principles, which may be more restrictive.

In an effort to comply with the Uniform Guidance, or any other sponsoring body requirements which may be more restrictive, an update to the sponsored projects compensation and benefits provision is requested.

FINANCIAL IMPLICATIONS:

No additional budget is requested.

RECOMMENDATION:

President Farley recommends the Board of Regents approve amendments to Section O. Sponsored Projects of the Washburn University Policies, Regulations, and Procedures Manual.

Date

Jerry B Farley, President

WUPRPM. Board Policies
O. Sponsored Projects
Revision Date: June 23, 2022

O. Sponsored Projects

3. Employee Compensation. Compensation and fringe benefit amounts paid to University Employees performing work on grant and/or other externally sponsored projects will be consistent with the compensation and fringe benefits paid for similar non-grant funded positions and activities at the University unless the sponsoring body requirements are more restrictive. In the event the sponsoring body's requirements are more restrictive, the compensation and/or benefits will comply with the sponsoring body's requirements (e.g. federally funded projects must comply with federal Uniform Guidance/cost principles).

Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: Fiscal Year 2023 Operating Budget
Washburn University and Washburn Institute of Technology

DESCRIPTION:

At its March 24, 2022 and June 23, 2022, meetings the Board of Regents Budget and Finance Committee received the Administration's budget planning assumptions for the Fiscal Year 2023 operating budgets for Washburn University and Washburn Institute of Technology. The Committee reviewed final budget proposals at its June 23, 2022, meeting. The proposed Fiscal Year 2023 operating budgets for Washburn University and Washburn Institute of Technology are detailed in the attached pages.

FINANCIAL IMPLICATIONS:

As described in the Fiscal Year 2023 budget presentations and detailed in the Fiscal Year 2023 Budget Tables.

RECOMMENDATION:

In advance of the September 15th public budget hearing, President Farley recommends approval of the Fiscal Year 2023 Washburn University and Washburn Institute of Technology operating budgets of \$99,112,800 and \$14,447,410, respectively.

Date

Jerry B. Farley, President

**WASHBURN UNIVERSITY
GENERAL FUND
BUDGET PLANNING
FISCAL YEAR 2022-23**

	FY 2021-22 Approved Budget	Budget Planning Assumptions	
PLANNING ASSUMPTIONS:			
Enrollment	FY21 Actuals	FY22 Actuals	
State Appropriations	Governor Approved	Governor Approved	
Tuition	2.0% Increase	2.0% Increase	
Sales Tax	Increase	Increase	
REVENUES:			FY 2022-23 Preliminary Budget
Tuition	\$ 50,001,935	\$ (1,076,845)	\$ 48,925,090
State Appropriations	12,445,988	1,554,012	14,000,000
Sales Tax	19,829,693	2,411,663	22,241,356
Other Revenue	4,649,710	(243,026)	4,406,684
	86,927,326	2,645,804	89,573,130
EXPENDITURES:			
Salaries, wages and benefits	63,910,762	3,010,845	66,921,607
Scholarships	7,395,123	88,961	7,484,084
Professional services	3,209,448	10,800	3,220,248
Utilities	2,123,349	50,000	2,173,349
Supplies and materials	2,188,733	20,000	2,208,733
Computer hardware, software and maintenance	2,109,342	12,700	2,122,042
Travel	1,574,755	201,577	1,776,332
Memberships and subscriptions	1,340,093	30,000	1,370,093
Other	3,075,721	(779,079)	2,296,642
	86,927,326	2,645,804	89,573,130
Increase / (Decrease)	\$ -	\$ -	\$ -

COSTS TO CONTINUE:

Vice President for Academic Affairs	\$ 214,411
Vice President for Administration and Treasurer	18,046
Vice President for Student Life	163,674
Scholarships	88,961
Athletic Department	97,162
General University	2,063,550
	\$ 2,645,804

Note: Excludes Auxiliaries and Regent's Contingency

WASHBURN UNIVERSITY
TABLE 1
SUMMARY OF BUDGETED REVENUES AND EXPENDITURES
Fiscal Years 2021-22 and 2022-23

	2021-22	2022-23	Increase (Decrease)	Percentage Change
Revenues				
Tuition and Fees	\$ 50,001,935	\$ 48,925,090	\$ (1,076,845)	-2.15%
State Aid	12,445,988	14,000,000	1,554,012	12.49%
Sales Tax	22,365,843	24,769,313		
Less: Sales Tax Transferred	<u>(2,536,150)</u>	<u>(2,527,957)</u>	22,241,356	2,411,663
Endowment, Unrestricted & Restricted Gift	411,331	411,331	-	0.00%
Endowment and Other Income - SOL	29,610	8,050	(21,560)	-72.81%
Other Income	633,256	599,508	(33,748)	-5.33%
KTWU	2,478,124	2,600,470	122,346	4.94%
Athletics	171,116	141,116	(30,000)	-17.53%
Reserve Funds - E&G	2,726,273	2,446,208	(280,065)	-10.27%
Sub-total E&G	<u>88,727,326</u>	<u>91,373,130</u>	2,645,804	<u>2.98%</u>
Auxiliary Enterprises	<u>7,551,222</u>	<u>7,739,670</u>	188,448	<u>2.50%</u>
Total Revenues	<u>\$ 96,278,548</u>	<u>\$ 99,112,800</u>	<u>\$ 2,834,252</u>	<u>2.94%</u>
Expenditures				
Instruction	\$ 40,834,506	\$ 42,328,996	\$ 1,494,490	3.66%
Academic Support	10,767,030	11,098,158	331,128	3.08%
Public Service	3,231,528	3,359,978	128,450	3.97%
Student Services	11,131,944	11,828,091	696,147	6.25%
General Institutional	7,025,716	7,460,260	434,544	6.19%
Facilities Services	8,557,383	7,954,446	(602,937)	-7.05%
Benefits	750,530	765,551	15,021	2.00%
Scholarships	4,448,044	4,597,005	148,961	3.35%
Transfers	1,980,645	1,980,645	-	0.00%
Sub-total E&G	<u>88,727,326</u>	<u>91,373,130</u>	2,645,804	<u>2.98%</u>
Auxiliary Enterprises	<u>7,551,222</u>	<u>7,739,670</u>	188,448	<u>2.50%</u>
Total Expenditures	<u>\$ 96,278,548</u>	<u>\$ 99,112,800</u>	<u>\$ 2,834,252</u>	<u>2.94%</u>

WASHBURN UNIVERSITY
 TABLE 1 SUPPLEMENT
 DETAIL OF RESERVES AND TRANSFER BUDGET AMOUNTS

Line Items	Original Budget
Use of Reserves	
Regent's Contingency	\$ 1,800,000
E&G Budgeted Unexpended	646,208
Total E&G Reserves	<u>\$ 2,446,208</u>
Auxiliary Reserves:	
Memorial Union Operations	-
Total Auxiliary Reserves	-
Total Use of Reserves	<u><u>\$ 2,446,208</u></u>
Mandatory Transfers	
Workstudy Grant Match	\$ 90,160
SEOG Grant Match	90,485
Total Mandatory Transfers	<u>\$ 180,645</u>
Non-Mandatory Transfers	
Regent's Contingency	\$ 1,400,000
Regent's Contingency Capital Projects	400,000
One - Time Use funds	-
Total Non-Mandatory Transfers	<u>\$ 1,800,000</u>
Total Transfers	<u><u>\$ 1,980,645</u></u>

WASHBURN UNIVERSITY
TABLE 2
BUDGETED REVENUE DETAIL FOR FY 23 -- TUITION AND FEE INCOME
Tuition and Fee Income -- \$48,925,090

	Resident	Rate	Non-Resident	Rate	Total FY23 SCH	Total FY23 \$	Total FY22 \$
Undergraduate (1)	55,479	\$ 322.00	4,059	\$ 715.00	59,538	\$ 20,766,423	\$ 19,985,533
Undergraduate On-line / Distance Ed	19,521	\$ 418.00	1,125	\$ 418.00	20,646	\$ 8,630,028	\$ 9,521,430
Online - BHS	2,091	\$ 418.00	279	\$ 418.00	2,370	\$ 990,660	\$ 906,920
Concurrent Enrollment Program	6,082	\$ 161.00	0	\$ -	6,082	\$ 979,202	\$ 1,039,324
Undergraduate Nursing	7,760	\$ 392.00	214	\$ 799.00	7,974	\$ 3,212,906	\$ 3,418,296
Undergraduate Nursing On-line	872	\$ 490.00	22	\$ 490.00	894	\$ 438,060	\$ 517,920
Undergraduate Nursing RN to BSN	217	\$ 248.00	4	\$ 248.00	221	\$ 54,808	\$ 105,300
Undergraduate Business	3,768	\$ 414.00	492	\$ 805.00	4,260	\$ 1,956,012	\$ 2,011,659
Undergraduate Business On-line	672	\$ 509.00	102	\$ 509.00	774	\$ 393,966	\$ 484,785
Graduate	2,431	\$ 445.00	3	\$ 885.00	2,434	\$ 1,084,450	\$ 875,548
Graduate On-line / Distance Ed	2,288	\$ 567.00	169	\$ 567.00	2,457	\$ 1,393,119	\$ 1,359,420
LLM	0	\$ 1,375.00	72	\$ 1,375.00	72	\$ 99,000	\$ 33,000
Law	7,969	\$ 844.00	858	\$ 1,291.00	8,827	\$ 7,833,514	\$ 7,999,390
MSL	1	\$ 573.00	1	\$ 573.00	2	\$ 1,146	\$ 1,112
MBA & Macc	756	\$ 599.00	129	\$ 599.00	885	\$ 530,115	\$ 474,172
MBA - On-Line	369	\$ 599.00	129	\$ 599.00	498	\$ 298,302	\$ 351,348
DNP & PMHNP	1,028	\$ 692.00	879	\$ 692.00	1,907	\$ 1,319,644	\$ 1,524,270
CLS / CT / MRI and Sonography	855	\$ 434.00	676	\$ 434.00	1,531	\$ 664,454	\$ 511,576
SAS Radiation Therapy	432	\$ 394.00	1,186	\$ 394.00	1,618	\$ 637,492	\$ 681,786
TOTALS (SCH) (2)	112,591		10,399		122,990		
TOTALS (\$)						\$ 51,283,301	\$ 51,802,788
						Exemptions (5)	\$ (1,924,910) \$ (1,407,907)
						Exemptions SOL	\$ (363,741) \$ (316,386)
						Other Fees (3)	\$ 690,440 \$ 683,440
						Total Tuition & Fees	\$ 49,685,090 \$ 50,761,935
						Union Operations (4)	\$ (760,000) \$ (760,000)
						Total	\$ 48,925,090 \$ 50,001,935

(1) Includes Post-Graduate.
(2) See Table 2 Supplement

(3) Other Fees	FY22	FY23
Law Cont. Education	\$ 93,000	\$ 100,000
Law Application Fees	\$ 2,500	\$ 2,500
Music Lessons	\$ 37,500	\$ 37,500
Admissions Application Fees	\$ 146,090	\$ 146,090
Miscellaneous	\$ 404,350	\$ 404,350
Total	\$ 683,440	\$ 690,440

(4) Income reduced by amount allocated to Memorial Union operations.
This amount is already allocated as income in that area.

(5) Exemptions included WIT, Fostercare and Interstate.

WASHBURN UNIVERSITY
TABLE 2 SUPPLEMENT
ENROLLMENT PROJECTIONS 2022-2023
SEMESTER CREDIT HOURS

College/School	Fall 2022	Spring 2023	Summer 2022	Budget FY 23 Total	Budget FY 22 Total
College of Arts & Sciences	36,799	30,693	4,294	71,786	77,488
School of Business (3)	4,125	3,828	606	8,559	5,427
School of Nursing	4,459	4,434	196	9,089	10,204
MBA & Macc	537	669	177	1,383	1,293
DNP & PMHNP	988	725	194	1,907	2,235
School of Applied Studies (2)	9,913	9,488	1,964	21,365	21,552
School of Law	3,791	4,540	570	8,901	9,302
University Total	60,612	54,377	8,001	122,990	127,501

DISTRIBUTION OF CREDIT HOURS BY CATEGORY (FOR BILLING PURPOSES) (1)

Level	Kansas		
	Resident	Non-Resident	Total
Undergraduate	55,479	4,059	59,538
Undergraduate On-line / Distance Ed	19,521	1,125	20,646
Online - BHS	2,091	279	2,370
Concurrent Enrollment Program	6,082	-	6,082
Undergraduate Nursing	7,760	214	7,974
Undergraduate Nursing - On-line	872	22	894
Undergraduate Nursing - RN to BSN	217	4	221
Undergraduate SOB	3,768	492	4,260
Undergraduate SOB - On-line	672	102	774
Graduate	2,431	3	2,434
Graduate On-line / Distance Ed	2,288	169	2,457
LLM	-	72	72
Law	7,969	858	8,827
MSL	1	1	2
MBA & Macc	756	129	885
MBA - On-line	369	129	498
DNP & PMHNP	1,028	879	1,907
CLS / CT / MRI and Sonography	855	676	1,531
SAS Radiation Therapy Program	432	1,186	1,618
University Total	112,591	10,399	122,990

(1) Will not compare with the 20th day enrollment reports by resident and non-resident. Differences include:

WU charges summer non-residents resident rates; some non-residents receive waivers and are charged resident rates.

(2) Includes CT/MRI/Sonography and Radiation Therapy program hours listed separately below for billing purposes.

(3) Lower level SoBu courses are included in Undergraduate hours due to difference in tuition rates.

WASHBURN UNIVERSITY
 TABLE 3
BUDGETED REVENUE DETAIL FOR FY 23 - STATE AID REVENUE

	<u>FY 2022</u>	<u>FY 2023</u>	<u>CHANGE</u>
Law School Share	\$ 1,082,631	\$ 1,217,809	\$ 135,178
University Share	<u>\$ 11,363,357</u>	<u>\$ 12,782,191</u>	<u>\$ 1,418,834</u>
Total State Aid	<u><u>\$ 12,445,988</u></u>	<u><u>\$ 14,000,000</u></u>	<u><u>\$ 1,554,012</u></u>

WASHBURN UNIVERSITY
TABLE 4
BUDGETED REVENUE DETAIL FOR FY 23 - SALES TAX REVENUE

<u>Income - General Fund</u>	\$	22,241,356	
<hr/>			
Sales Tax Estimate FY 23			\$ 24,769,313
Less: Sales Tax Capital Improvement Fund	\$	(890,000)	
DR&C Replacement		(250,000)	
Series 2018 Bonds		(706,100)	
Series 2021 Bonds		(681,857)	
		<hr/>	
Total Deductions			(2,527,957)
Available for the General Fund			<hr/> 22,241,356
General Fund Budget FY 22			19,829,693
Net Change Sales Tax Available for FY 23			<hr/> <u>\$ 2,411,663</u>

Calculation of Smoothing Fund Minimum			
Balance for Budget Purposes:			
	<u>FY 22</u>		<u>FY 23</u>
Sales tax estimate	\$ 25,365,843	\$	24,769,313
5 year moving average	22,789,910		23,848,464
	<hr/>		<hr/>
Balance Required *	\$ 2,575,933	\$	920,849
	<hr/> <hr/>		<hr/> <hr/>

* Actual balance of Smoothing Fund is the accumulated balance of actual collections in excess of budgeted amounts.

**WASHBURN UNIVERSITY
TABLE 4 SUPPLEMENT
SALES TAX COLLECTIONS**

Sales Tax for the Month of:	Projected FY22-23	Estimate FY21-22	Actual FY20-21	Actual FY19-20	Actual FY18-19	Actual FY17-18
July	2,035,928	2,256,087	1,963,384	1,837,658	1,900,934	1,843,130
August	2,030,483	2,043,488	2,054,798	1,916,308	1,907,554	1,852,829
September	1,951,830	1,907,282	1,929,220	1,877,371	1,840,588	1,841,874
October	2,109,972	2,634,069	2,082,539	1,889,643	1,766,852	1,784,546
November	2,019,630	2,152,457	1,910,893	1,914,341	1,877,234	1,867,804
December	2,345,113	2,678,617	2,200,230	2,214,394	2,055,484	2,140,917
January	1,902,864	2,022,099	2,008,791	1,748,347	1,626,221	1,755,149
February	1,830,807	1,935,282	1,823,004	1,725,051	1,650,946	1,679,431
March	2,170,871	2,434,247	2,320,948	1,800,898	1,949,089	1,945,642
April	2,142,273	2,375,869	2,375,869	1,894,823	1,830,471	1,836,115
May	2,106,370	2,173,507	2,173,507	1,960,437	1,901,245	1,931,611
June	2,123,172	2,124,331	2,124,331	2,147,915	1,873,972	1,950,645
Total Fiscal Year	24,769,313	26,737,334	24,967,514	22,927,188	22,180,591	22,429,693

(1) Sales taxes are distributed to the University by Shawnee County sixty (60) days after collection.

(2) FY23 estimated collections represent average collections during the five years ended June 30, 2022.

WASHBURN UNIVERSITY
 TABLE 5
 BUDGETED REVENUE DETAIL FOR FY 23
UNRESTRICTED ENDOWMENT AND RESTRICTED GIFT INCOME

Endowment Income - \$ 411,331

	FY 22	FY 23
University Unrestricted	\$ 90,543	\$ 90,543
WUF Unrestricted	184,091	184,091
WUF Restricted (1)	136,051	136,051
Faculty of Distinction Program (2)	646	646
TOTALS	\$ 411,331	\$ 411,331

(1) Includes \$27,000 for Alumni Center operations.

(2) Restricted for Professorship of Art.

WASHBURN UNIVERSITY
 TABLE 5 A
 BUDGETED REVENUE DETAIL FOR FY 23
ENDOWMENT AND OTHER INCOME - SCHOOL OF LAW

Endowment and Other Income - \$ 8,050

	<u>FY 22</u>	<u>FY 23</u>
SOL Miscellaneous Revenue	\$ -	\$ 550
Law Journal Sales	9,000	7,500
ADA Reimbursement/Sponsorships	5,000	-
Indirect Costs Reimbursement - JILEP Grant	15,610	-
TOTALS	<u>\$ 29,610</u>	<u>\$ 8,050</u>

WASHBURN UNIVERSITY
 TABLE 6
BUDGETED REVENUE DETAIL FOR FY 23 - OTHER INCOME

<u>Other Income -</u>	<u>\$ 599,508</u>		
		<u>FY 22</u>	<u>FY 23</u>
Working Capital Investment Earnings	\$ 150,000	\$ 150,000	
Indirect Cost Reimbursement	45,000	45,000	
Other Miscellaneous (1)	<u>438,256</u>	<u>404,508</u>	
Totals	<u>\$ 633,256</u>	<u>\$ 599,508</u>	

(1) Includes \$9,500 for Alumni Center and \$12,100 for other room rentals. Also includes \$10,000 for Petro rental and SRWC member dues for \$75,000.

WASHBURN UNIVERSITY
 TABLE 7
BUDGETED REVENUE DETAIL FOR FY 23 - KTWU

	<u>FY 22</u>	<u>FY 23</u>
Development General	\$ 250,000	\$ 250,000
Membership	850,000	850,000
Special Projects (Auction)	65,000	75,000
Friends of KTWU-Prior Yrs.	-	-
Sub-Total	<u>\$ 1,165,000</u>	<u>\$ 1,175,000</u>
Corp. for Public Broadcasting	\$ 832,000	\$ 862,396
USSG	29,300	30,651
Miscellaneous	327,000	372,599
Tower Leases	124,824	159,824
Sub-Total	<u>\$ 1,313,124</u>	<u>\$ 1,425,470</u>
TOTAL KTWU-TV	<u><u>\$ 2,478,124</u></u>	<u><u>\$ 2,600,470</u></u>

WASHBURN UNIVERSITY
 TABLE 8
BUDGETED REVENUE DETAIL FOR FY 23 - ATHLETICS REVENUE

Athletics Revenue - \$ 141,116

<u>Athletics</u>	<u>FY 22</u>	<u>FY 23</u>
Football Ticket Receipts	\$ 51,750	\$ 51,750
Basketball Ticket Receipts	82,036	82,036
Misc. Athletic Income	37,330	7,330
TOTAL ATHLETICS (1)	<u>\$ 171,116</u>	<u>\$ 141,116</u>

(1) Excludes rental income from Petro and Moore Bowl. These are in Other Miscellaneous Income.

WASHBURN UNIVERSITY
 TABLE 9
BUDGETED REVENUE DETAIL FOR FY 23 - AUXILIARY ENTERPRISES REVENUE

<u>Auxiliary Revenue</u>	<u>\$ 7,739,670</u>			
		<u>FY 22</u>		<u>FY 23</u>
<u>Kuehne</u>				
Regular Occupancy		\$ -		\$ -
<u>West Hall</u>				
Regular Occupancy		\$ -		\$ -
<u>Washburn Village</u>				
Regular Occupancy		\$ 1,269,282		\$ 1,170,912
<u>Greek Housing</u>				
Regular Occupancy		<u>\$ 42,086</u>		<u>\$ 57,912</u>
Sub-Total			\$ 1,311,368	\$ 1,228,824
<u>Living Learning Center</u>				
Regular Occupancy		\$ 938,904		\$ 1,180,403
Summer Conferences		\$ -		\$ -
Summer Housing		<u>\$ 50,000</u>		<u>\$ -</u>
			<u>\$ 988,904</u>	<u>\$ 1,180,403</u>
<u>Lincoln Hall</u>				
Regular Occupancy		\$ 1,726,650		\$ 1,694,643
Summer Conferences		\$ -		\$ -
Summer Housing		<u>\$ 45,000</u>		<u>\$ 60,000</u>
			<u>\$ 1,771,650</u>	<u>\$ 1,754,643</u>
TOTAL HOUSING			<u><u>\$ 4,071,922</u></u>	<u><u>\$ 4,163,870</u></u>
<u>Ichabod Shop</u>				
Books		\$ 1,620,500		\$ 1,620,500
Instit. Supplies		\$ 507,500		\$ 507,500
Other Income		<u>\$ 125,500</u>		<u>\$ 222,000</u>
TOTAL ICHABOD SHOP			<u><u>\$ 2,253,500</u></u>	<u><u>\$ 2,350,000</u></u>

WASHBURN UNIVERSITY
TABLE 9
BUDGETED REVENUE DETAIL FOR FY 23 - AUXILIARY ENTERPRISES REVENUE

<u>Auxiliary Revenue</u>	<u>\$ 7,739,670</u>		
(Continued)			
		<u>FY 22</u>	<u>FY 23</u>
<u>Dining Service</u>			
Cafeteria and Catering Commissions		\$ 165,000	\$ 165,000
Lincoln Dining		\$ 192,500	\$ 192,500
Vending Income		\$ 70,000	\$ 70,000
TOTAL DINING SERVICE		<u>\$ 427,500</u>	<u>\$ 427,500</u>
<u>Union Operations</u>			
Rent		\$ 15,000	\$ 15,000
Student Fee Memberships		760,000	760,000
iCard Center		23,300	23,300
TOTAL UNION OPERATIONS		<u>\$ 798,300</u>	<u>\$ 798,300</u>
TOTAL AUXILIARY ENTERPRISES		<u>\$ 7,551,222</u>	<u>\$ 7,739,670</u>

WASHBURN UNIVERSITY
TABLE 10
ANNUAL TUITION, FEES, ROOM AND BOARD

	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>
Tuition and Fees (*)	\$ 8,870	\$ 9,110	\$ 9,380	\$ 9,568	\$ 9,770
Percent Increase	3.86%	2.71%	2.96%	2.00%	2.12%
Room and Board (avg) (**)	\$ 8,152	\$ 8,371	\$ 8,570	\$ 8,650	\$ 8,922
Percent Increase	3.32%	2.69%	2.38%	0.93%	3.14%
Total	<u>\$ 17,022</u>	<u>\$ 17,481</u>	<u>\$ 17,950</u>	<u>\$ 18,218</u>	<u>\$ 18,692</u>

* Annual tuition and fees based on 15 hours per semester.

** Assumes an annual residence hall rate of \$5,092 (excluding the \$125 technology fee) and meal plan rate of \$3,830 for FY 2023. When the \$125 technology fee is added, the residence hall rate becomes \$5,217.

WASHBURN UNIVERSITY
TABLE 11
DEPARTMENTAL BUDGETED EXPENDITURES FOR FY 23 AND FY 22

<u>Budgetary Areas</u>	Original FY 22 Budget	Proposed FY 23 Budget
<u>Instruction</u>		
College of Arts & Sciences	\$ 11,220,082	\$ 10,541,189
School of Business (includes SBDC)	3,537,414	3,556,835
School of Nursing	3,094,902	3,101,111
School of Law	7,569,190	7,583,361
School of Applied Studies	4,361,988	5,224,902
Leadership Institute	201,139	260,489
Community Services	198,647	122,663
Forensic Center	540,228	531,234
Center for Teaching Excellence and Learning	184,686	133,653
Office of Academic Excellence	566,924	591,206
Honors	47,365	51,696
Transformational Experiences	269,193	297,067
Summer School	840,021	786,818
Instruction - Salary Plan and Benefits	8,202,727	9,546,772
Sub-Total Instruction	\$ 40,834,506	\$ 42,328,996
<u>Academic Support</u>		
Faculty Research	\$ 48,580	\$ 48,580
Curriculum Development	23,679	23,679
Assessment Grant	10,000	10,000
Information Technology Services	4,360,230	4,341,697
University Library	1,677,662	1,614,718
Center for Student Success and Retention	870,417	960,896
Law Library	1,532,378	1,492,378
Office of International Programs	468,258	484,846
Law School Advancement	14,423	13,673
Academic Support Salary Plan and Benefits	1,761,403	2,107,691
Sub-Total Academic Support	\$ 10,767,030	\$ 11,098,158
<u>Public Service</u>		
KTWU	\$ 2,478,124	\$ 2,600,470
Mulvane Art	186,729	188,729
Public Service Salary Plan and Benefits	566,675	570,779
Sub-Total Public Service	\$ 3,231,528	\$ 3,359,978

WASHBURN UNIVERSITY
TABLE 11
DEPARTMENTAL BUDGETED EXPENDITURES FOR FY 23 AND FY 22

<u>Budgetary Areas</u>	Original FY 22 Budget	Proposed FY 23 Budget
<u>Student Services</u>		
Vice President for Student Life	\$ 446,280	\$ 455,210
Dean of Enrollment Management	876,876	870,409
EM Marketing and Communication	714,565	763,597
Admissions	753,675	788,433
Registrar	376,680	371,127
Financial Aid	439,311	444,430
Student One Stop	173,705	260,810
New Student Orientation	112,466	-
Health Services	329,251	383,734
Student Involvement and Development	222,149	248,887
Student Recreation and Wellness Center	393,987	401,862
Employee Wellness Program	92,011	102,980
Student Services	108,957	109,119
University Diversity & Inclusion	167,534	177,247
Career Services	205,998	210,436
Counseling	227,001	296,382
Athletics	3,553,130	3,699,686
Student Services Salary Plan and Benefits	1,938,368	2,243,742
Sub-Total Student Services	\$ 11,131,944	\$ 11,828,091
<u>General Institutional</u>		
President's Office	\$ 653,385	\$ 660,987
University Counsel	166,427	216,064
Government Relations	37,858	37,858
Strategic Analysis and Reporting	312,334	313,822
VP Academic Affairs	1,107,411	1,177,081
Office of Sponsored Projects	72,625	75,199
Academic Scheduling and Commencement Svcs	113,037	113,412
VP Administration & Treasurer	263,683	267,048
Budget	165,774	168,274
Human Resources	421,935	441,718
Business and Auxiliary Services	97,143	98,393
Purchasing	164,422	186,431
University Scheduling	60,518	63,638
Finance	904,566	899,976
Public Relations	341,919	345,334
University Printing Services	86,529	92,119
University Mailing Services	102,088	104,918
Misc. Insurance & General - VPAT	636,846	668,545
Gen. Institutional Salary Plan and Benefits	1,317,216	1,529,443
Sub-Total Gen. Institutional	\$ 7,025,716	\$ 7,460,260

WASHBURN UNIVERSITY
 TABLE 11
 DEPARTMENTAL BUDGETED EXPENDITURES FOR FY 23 AND FY 22

<u>Budgetary Areas</u>	Original FY 22 Budget	Proposed FY 23 Budget
<u>Facilities Services</u>		
Buildings & Grounds	\$ 2,124,161	\$ 2,142,638
Collective Bargaining Employees	1,294,776	1,439,236
Utilities	2,788,379	1,808,183
Petro Custodial Care	194,228	181,588
University Police	945,647	1,025,663
Facilities Services Salary Plan and Benefits	1,210,192	1,357,138
Sub-Total Facilities Services	\$ 8,557,383	\$ 7,954,446
 <u>Other Educational and General</u>		
Staff Benefits	\$ 750,530	\$ 765,551
Scholarships	4,448,044	4,597,005
Sub-Total Other E & G	\$ 5,198,574	\$ 5,362,556
 <u>Transfers</u>		
Mandatory	\$ 180,645	\$ 180,645
Non-Mandatory	1,800,000	1,800,000
Sub-Total Transfers	\$ 1,980,645	\$ 1,980,645
TOTAL EDUCATIONAL AND GENERAL	\$ 88,727,326	\$ 91,373,130
CHANGE IN TOTAL EDUCATIONAL AND GENERAL		\$ 2,645,804

WASHBURN UNIVERSITY
 TABLE 11
 DEPARTMENTAL BUDGETED EXPENDITURES FOR FY 23 AND FY 22

<u>Budgetary Areas</u>	Original FY 22 Budget	Proposed FY 23 Budget
<u>Auxiliaries</u>		
Residential Living	\$ 4,071,922	\$ 4,163,870
Dining Service	216,434	216,434
Lincoln Dining Hall	405,193	364,580
Vending	1,200	1,200
Ichabod Service Center	159,880	162,980
Ichabod Shop	1,761,106	1,835,216
Ichabod Shop - Washburn Tech	331,938	362,648
Union Operations-Administration	603,549	632,742
Sub-Total Auxiliaries	<u>\$ 7,551,222</u>	<u>\$ 7,739,670</u>
	<u>\$ 96,278,548</u>	<u>\$ 99,112,800</u>
Change in Total Budget		\$ 2,834,252

WASHBURN INSTITUTE OF TECHNOLOGY
TABLE 1
SUMMARY OF BUDGETED REVENUES AND EXPENDITURES
Fiscal Years 2021-22 and 2022-23

	2021-22	2022-23	Increase (Decrease)	Percentage Change
Revenues				
Tuition and Fees	\$ 3,817,170	\$ 3,895,875	\$ 78,705	2.06%
Technical State Aid - Secondary	4,690,075	5,492,397	802,322	17.11%
Technical State Aid - Post Secondary	3,544,809	3,691,770	146,961	4.15%
Technical Capital Outlay	171,351	422,413	251,062	146.52%
Interest on Investments	25,500	5,500	(20,000)	-78.43%
Other Sales and Services	284,510	189,455	(95,055)	-33.41%
Sub-total E&G	12,533,415	13,697,410	1,163,995	9.29%
Reserve Funds - E&G	750,000	750,000	-	0.00%
Total Revenues	\$ 13,283,415	\$ 14,447,410	\$ 1,163,995	8.76%
Expenditures				
Instruction	\$ 6,965,603	\$ 7,670,291	\$ 704,688	10.12%
Academic Support	1,300,306	1,336,028	35,722	2.75%
Student Services	1,196,394	1,229,354	32,960	2.75%
General Institutional	763,533	737,321	(26,212)	-3.43%
Facilities Services	1,696,383	1,759,061	62,678	3.69%
Benefits	404,845	412,942	8,097	2.00%
Mandatory Transfers	15,000	15,000	-	0.00%
Transfer - Capital Outlay	191,351	537,413	346,062	180.85%
Sub-total E&G	12,533,415	13,697,410	1,163,995	9.29%
Reserve Funds - E&G	750,000	750,000	-	0.00%
Total Expenditures	\$ 13,283,415	\$ 14,447,410	\$ 1,163,995	8.76%

**Washburn Institute of Technology
FY23 Proposed Budget**

FY 2022-2023 High School General and Program Specific Fees

	Tuition Rate
Resident (per credit hour) - Gen Ed Courses Only	\$ 152.00
Non-Resident (per credit hour) - Gen Ed Courses Only	\$ 152.00

Required Fees - High School	FY23 Fee
Entrance Exam	\$ 20.00
Materials/Tech Fee (per credit hour) - Gen Ed Courses Only	\$ 27.00
Enrollment Fee - Secondary	\$ -
Graduation Fee	\$ -

Fees Assessed Not to Exceed							
Program Specific Fees	Credits	Computer Rental	Uniforms	Program supplies	Tool Rental	Certifications	Total for Program
Advanced Systems Technology	48	\$0.00	\$55.00	\$421.00	\$0.00	\$125.00	\$601.00
Automotive Collision & Repair	51	\$0.00	\$55.00	\$445.00	\$0.00	\$338.00	\$838.00
Automotive Technology	52	\$0.00	\$55.00	\$600.00	\$0.00	\$120.00	\$775.00
Business Bookkeeping & Accounting	48	\$0.00	\$0.00	\$67.00	\$0.00	\$100.00	\$167.00
Cabinet and Millwork	48	\$0.00	\$55.00	\$30.00	\$0.00	\$137.00	\$222.00
Carpentry Cert A	25	\$0.00	\$55.00	\$40.00	\$0.00	\$8.00	\$103.00
Certified Production Tech (CPT)	14	\$0.00	\$0.00	\$585.00	\$0.00	\$205.00	\$790.00
Certified Nurse Aide	5	\$0.00	\$17.00	\$73.00	\$0.00	\$58.00	\$148.00
Certified Medication Aide	5	\$0.00	\$17.00	\$83.00	\$0.00	\$58.00	\$158.00
Climate & Energy Control Technology	44	\$0.00	\$55.00	\$85.00	\$0.00	\$75.00	\$215.00
Commercial & Heavy Construction	43	\$0.00	\$55.00	\$0.00	\$0.00	\$462.00	\$517.00
Cosmetology	52	\$0.00	\$85.00	\$1,706.00	\$0.00	\$265.00	\$2,056.00
Culinary Arts	48	\$0.00	\$260.00	\$361.00	\$0.00	\$70.00	\$691.00
Diesel Technology	49	\$0.00	\$55.00	\$10.00	\$0.00	\$295.00	\$360.00
Early Childhood Professional	24	\$0.00	\$75.00	\$75.00	\$0.00	\$60.00	\$210.00
Electrical Technology	30	\$0.00	\$55.00	\$75.00	\$0.00	\$176.00	\$306.00
Emergency Medical Technician	9	\$0.00	\$55.00	\$160.00	\$0.00	\$0.00	\$215.00
Graphics Technology	48	\$0.00	\$0.00	\$30.00	\$0.00	\$245.00	\$275.00
HealthCare Technology	14	\$0.00	\$0.00	\$129.00	\$0.00	\$116.00	\$245.00
Heavy Diesel Construction	51	\$0.00	\$55.00	\$192.00	\$0.00	\$160.00	\$407.00
Home Health Aide	2	\$0.00	\$0.00	\$36.00	\$0.00	\$58.00	\$94.00
Industrial Production Technology	30	\$0.00	\$55.00	\$10.00	\$0.00	\$790.00	\$855.00
Information Systems Technology - Day	48	\$0.00	\$0.00	\$125.00	\$0.00	\$25.00	\$150.00
Information Systems Technology - Evening	48	\$0.00	\$0.00	\$125.00	\$0.00	\$25.00	\$150.00
Machine Tool Technology Cert A	23	\$0.00	\$55.00	\$10.00	\$0.00	\$150.00	\$215.00
Machine Tool Technology	50	\$0.00	\$55.00	\$10.00	\$0.00	\$150.00	\$215.00
Phlebotomy	10	\$0.00	\$17.00	\$0.00	\$0.00	\$215.00	\$232.00
Plumbing Technology	30	\$0.00	\$55.00	\$10.00	\$0.00	\$25.00	\$90.00
Sterile Processing Technology	27	\$0.00	\$0.00	\$0.00	\$0.00	\$165.00	\$165.00
Technical Drafting	48	\$0.00	\$0.00	\$20.00	\$0.00	\$90.00	\$110.00
Welding	48	\$0.00	\$55.00	\$472.00	\$0.00	\$185.00	\$712.00
Welding Fabrication	24	\$0.00	\$55.00	\$650.00	\$0.00	\$0.00	\$705.00
Welding - Fast Track	24	\$0.00	\$55.00	\$677.00	\$0.00	\$185.00	\$917.00

**Washburn Institute of Technology
FY24 Proposed Budget**

FY 2023-2024 High School General and Program Specific Fees

	Tuition Rate
Resident (per credit hour) - Gen Ed Courses Only	To be determined
Non-Resident (per credit hour) - Gen Ed Courses Only	To be determined

	Required Fees - High School	FY24 Fee
Entrance Exam		To be determined
Materials/Tech Fee (per credit hour) - Gen Ed Courses Only		To be determined
Enrollment Fee - Secondary		\$ -
Graduation Fee		\$ -

	Credits	Fees Assessed Not to Exceed						Total for Program
		Computer Rental	Uniforms	Program supplies	Tool Rental	Certifications		
Program Specific Fees								
Advanced Systems Technology	48	\$0.00	\$66.00	\$505.20	\$0.00	\$150.00	\$721.20	
Automotive Collision & Repair	51	\$0.00	\$66.00	\$534.00	\$0.00	\$405.60	\$1,005.60	
Automotive Technology	52	\$0.00	\$66.00	\$720.00	\$0.00	\$144.00	\$930.00	
Business Bookkeeping & Accounting	48	\$0.00	\$0.00	\$80.40	\$0.00	\$120.00	\$200.40	
Cabinet and Millwork	48	\$0.00	\$66.00	\$36.00	\$0.00	\$164.40	\$266.40	
Carpentry Cert A	25	\$0.00	\$66.00	\$48.00	\$0.00	\$9.60	\$123.60	
Certified Production Tech (CPT)	14	\$0.00	\$0.00	\$702.00	\$0.00	\$246.00	\$948.00	
Certified Nurse Aide	5	\$0.00	\$20.40	\$87.60	\$0.00	\$69.60	\$177.60	
Certified Medication Aide	5	\$0.00	\$20.40	\$99.60	\$0.00	\$69.60	\$189.60	
Climate & Energy Control Technology	44	\$0.00	\$66.00	\$102.00	\$0.00	\$90.00	\$258.00	
Commercial & Heavy Construction	43	\$0.00	\$66.00	\$0.00	\$0.00	\$554.40	\$620.40	
Cosmetology	52	\$0.00	\$102.00	\$2,047.20	\$0.00	\$318.00	\$2,467.20	
Culinary Arts	48	\$0.00	\$312.00	\$433.20	\$0.00	\$84.00	\$829.20	
Diesel Technology	49	\$0.00	\$66.00	\$12.00	\$0.00	\$354.00	\$432.00	
Early Childhood Professional	24	\$0.00	\$90.00	\$90.00	\$0.00	\$72.00	\$252.00	
Electrical Technology	30	\$0.00	\$66.00	\$90.00	\$0.00	\$211.20	\$367.20	
Emergency Medical Technician	9	\$0.00	\$66.00	\$192.00	\$0.00	\$0.00	\$258.00	
Graphics Technology	48	\$0.00	\$0.00	\$36.00	\$0.00	\$294.00	\$330.00	
HealthCare Technology	14	\$0.00	\$0.00	\$154.80	\$0.00	\$139.20	\$294.00	
Heavy Diesel Construction	51	\$0.00	\$66.00	\$230.40	\$0.00	\$192.00	\$488.40	
Home Health Aide	2	\$0.00	\$0.00	\$43.20	\$0.00	\$69.60	\$112.80	
Industrial Production Technology	30	\$0.00	\$66.00	\$12.00	\$0.00	\$948.00	\$1,026.00	
Information Systems Technology - Day	48	\$0.00	\$0.00	\$150.00	\$0.00	\$30.00	\$180.00	
Information Systems Technology - Evening	48	\$0.00	\$0.00	\$150.00	\$0.00	\$30.00	\$180.00	
Machine Tool Technology Cert A	23	\$0.00	\$66.00	\$12.00	\$0.00	\$180.00	\$258.00	
Machine Tool Technology	50	\$0.00	\$66.00	\$12.00	\$0.00	\$180.00	\$258.00	
Phlebotomy	10	\$0.00	\$20.40	\$0.00	\$0.00	\$258.00	\$278.40	
Plumbing Technology	30	\$0.00	\$66.00	\$12.00	\$0.00	\$30.00	\$108.00	
Sterile Processing Technology	27	\$0.00	\$0.00	\$0.00	\$0.00	\$198.00	\$198.00	
Technical Drafting	48	\$0.00	\$0.00	\$24.00	\$0.00	\$108.00	\$132.00	
Welding	48	\$0.00	\$66.00	\$566.40	\$0.00	\$222.00	\$854.40	
Welding Fabrication	24	\$0.00	\$66.00	\$780.00	\$0.00	\$0.00	\$846.00	
Welding - Fast Track	24	\$0.00	\$66.00	\$812.40	\$0.00	\$222.00	\$1,100.40	

**Washburn Institute of Technology
FY23 Proposed Budget**

FY 2022-2023 Post-Secondary General and Program Specific Fees

	Tuition Rate
Resident (per credit hour) - All Courses	\$ 152.00
Non-Resident (per credit hour) - All Courses	\$ 152.00

	Required Fees - High School	FY23 Fee
Entrance Exam		\$ 20.00
Materials/Tech Fee (per credit hour) - All Courses		\$ 27.00
Enrollment Fee - Post-Secondary		\$ 50.00
Graduation Fee		\$ -

Program Specific Fees	Credits	Fees Assessed Not to Exceed					Total for Program
		Material/ Tech/Computer Rental	Uniforms	Program supplies	Tools	Certifications	
Advanced Systems Technology	48	\$0.00	\$55.00	\$943.00	\$0.00	\$125.00	\$1,123.00
Automotive Collision & Repair	51	\$0.00	\$55.00	\$1,145.00	\$100.00	\$338.00	\$1,638.00
Automotive Technology	52	\$200.00	\$55.00	\$600.00	\$100.00	\$120.00	\$1,075.00
Business Bookkeeping & Accounting	48	\$0.00	\$0.00	\$67.00	\$0.00	\$100.00	\$167.00
Cabinet and Millwork	48	\$0.00	\$55.00	\$535.00	\$0.00	\$25.00	\$615.00
Carpentry Cert A	25	\$0.00	\$55.00	\$240.00	\$0.00	\$8.00	\$303.00
Certified Production Tech - Tech East	12	\$0.00	\$0.00	\$585.00	\$0.00	\$205.00	\$790.00
Certified Production Tech (CPT)	14	\$0.00	\$0.00	\$585.00	\$0.00	\$205.00	\$790.00
Certified Nurse Aide	5	\$0.00	\$17.00	\$73.00	\$0.00	\$58.00	\$148.00
Certified Medication Aide	5	\$0.00	\$17.00	\$83.00	\$0.00	\$58.00	\$158.00
Climate & Energy Control Technology	44	\$0.00	\$55.00	\$2,392.00	\$100.00	\$75.00	\$2,622.00
Commercial & Heavy Construction	43	\$0.00	\$55.00	\$800.00	\$0.00	\$462.00	\$1,317.00
Cosmetology	52	\$0.00	\$85.00	\$2,206.00	\$0.00	\$265.00	\$2,556.00
Culinary Arts	48	\$0.00	\$260.00	\$361.00	\$0.00	\$70.00	\$691.00
Diesel Technology	49	\$200.00	\$55.00	\$615.00	\$100.00	\$295.00	\$1,295.00
Early Childhood Professional	24	\$0.00	\$75.00	\$75.00	\$0.00	\$60.00	\$210.00
Electrical Technology	30	\$0.00	\$55.00	\$575.00	\$50.00	\$176.00	\$856.00
Emergency Medical Technician	9	\$0.00	\$55.00	\$160.00	\$0.00	\$0.00	\$215.00
Graphics Technology	48	\$0.00	\$0.00	\$30.00	\$0.00	\$245.00	\$275.00
HealthCare Technology	14	\$0.00	\$0.00	\$129.00	\$0.00	\$116.00	\$245.00
Heavy Diesel Construction	51	\$200.00	\$55.00	\$615.00	\$100.00	\$230.00	\$1,200.00
Home Health Aide	2	\$0.00	\$0.00	\$36.00	\$0.00	\$58.00	\$94.00
Industrial Production Technology	30	\$0.00	\$55.00	\$10.00	\$0.00	\$790.00	\$855.00
Information Systems Technology - Day	48	\$0.00	\$0.00	\$165.00	\$0.00	\$25.00	\$190.00
Information Systems Technology - Evening	48	\$0.00	\$0.00	\$165.00	\$0.00	\$25.00	\$190.00
Machine Tool Technology	50	\$0.00	\$55.00	\$210.00	\$0.00	\$150.00	\$415.00
Machine Tool Technology Cert A	23	\$0.00	\$55.00	\$210.00	\$0.00	\$150.00	\$415.00
Phlebotomy	10	\$0.00	\$17.00	\$221.00	\$0.00	\$215.00	\$453.00
Plumbing Technology	30	\$0.00	\$55.00	\$10.00	\$0.00	\$25.00	\$90.00
Practical Nursing	47	\$0.00	\$0.00	\$2,200.00	\$0.00	\$0.00	\$2,200.00
Sterile Processing Technology	27	\$0.00	\$0.00	\$0.00	\$0.00	\$165.00	\$165.00
Surgical Technology	53	\$0.00	\$0.00	\$659.00	\$0.00	\$322.00	\$981.00
Technical Drafting	48	\$0.00	\$0.00	\$20.00	\$0.00	\$90.00	\$110.00
Welding	48	\$0.00	\$55.00	\$1,002.00	\$0.00	\$185.00	\$1,242.00
Welding - Fast Track	24	\$0.00	\$55.00	\$1,127.00	\$0.00	\$185.00	\$1,367.00
Welding Fabrication	24	\$0.00	\$55.00	\$650.00	\$0.00	\$0.00	\$705.00

** Part -Time tool rental fee = \$25 per semester
Full -Time tool rental fee = \$50 per semester

**Washburn Institute of Technology
FY24 Proposed Budget**

FY 2023-2024 Post-Secondary General and Program Specific Fees

Tuition Rate	
Resident (per credit hour) - All Courses	To be determined
Non-Resident (per credit hour) - All Courses	To be determined

Required Fees - High School	FY24 Fee
Entrance Exam	To be determined
Materials/Tech Fee (per credit hour) - All Courses	To be determined
Enrollment Fee - Post-Secondary	To be determined
Graduation Fee	To be determined

Program Specific Fees	Credits	Fees Assessed Not to Exceed					Total for Program
		Material/ Tech/Computer Rental	Uniforms	Program supplies	Tools	Certifications	
Advanced Systems Technology	48	\$0.00	\$66.00	\$1,131.60	\$0.00	\$150.00	\$1,347.60
Automotive Collision & Repair	51	\$0.00	\$66.00	\$1,374.00	\$120.00	\$405.60	\$1,965.60
Automotive Technology	52	\$240.00	\$66.00	\$720.00	\$120.00	\$144.00	\$1,290.00
Business Bookkeeping & Accounting	48	\$0.00	\$0.00	\$80.40	\$0.00	\$120.00	\$200.40
Cabinet and Millwork	48	\$0.00	\$66.00	\$642.00	\$0.00	\$30.00	\$738.00
Carpentry Cert A	25	\$0.00	\$66.00	\$288.00	\$0.00	\$9.60	\$363.60
Certified Production Tech - Tech East	12	\$0.00	\$0.00	\$702.00	\$0.00	\$246.00	\$948.00
Certified Production Tech (CPT)	14	\$0.00	\$0.00	\$702.00	\$0.00	\$246.00	\$948.00
Certified Nurse Aide	5	\$0.00	\$20.40	\$87.60	\$0.00	\$69.60	\$177.60
Certified Medication Aide	5	\$0.00	\$20.40	\$99.60	\$0.00	\$69.60	\$189.60
Climate & Energy Control Technology	44	\$0.00	\$66.00	\$2,870.40	\$120.00	\$90.00	\$3,146.40
Commercial & Heavy Construction	43	\$0.00	\$66.00	\$960.00	\$0.00	\$554.40	\$1,580.40
Cosmetology	52	\$0.00	\$102.00	\$2,647.20	\$0.00	\$318.00	\$3,067.20
Culinary Arts	48	\$0.00	\$312.00	\$433.20	\$0.00	\$84.00	\$829.20
Diesel Technology	49	\$240.00	\$66.00	\$738.00	\$120.00	\$354.00	\$1,518.00
Early Childhood Professional	24	\$0.00	\$90.00	\$90.00	\$0.00	\$72.00	\$252.00
Electrical Technology	30	\$0.00	\$66.00	\$690.00	\$60.00	\$211.20	\$1,027.20
Emergency Medical Technician	9	\$0.00	\$66.00	\$192.00	\$0.00	\$0.00	\$258.00
Graphics Technology	48	\$0.00	\$0.00	\$36.00	\$0.00	\$294.00	\$330.00
HealthCare Technology	14	\$0.00	\$0.00	\$154.80	\$0.00	\$139.20	\$294.00
Heavy Diesel Construction	51	\$240.00	\$66.00	\$738.00	\$120.00	\$276.00	\$1,440.00
Home Health Aide	2	\$0.00	\$0.00	\$43.20	\$0.00	\$69.60	\$112.80
Industrial Production Technology	30	\$0.00	\$66.00	\$12.00	\$0.00	\$948.00	\$1,026.00
Information Systems Technology - Day	48	\$0.00	\$0.00	\$198.00	\$0.00	\$30.00	\$228.00
Information Systems Technology - Evening	48	\$0.00	\$0.00	\$198.00	\$0.00	\$30.00	\$228.00
Machine Tool Technology	50	\$0.00	\$66.00	\$252.00	\$0.00	\$180.00	\$498.00
Machine Tool Technology Cert A	23	\$0.00	\$66.00	\$252.00	\$0.00	\$180.00	\$498.00
Phlebotomy	10	\$0.00	\$20.40	\$265.20	\$0.00	\$258.00	\$543.60
Plumbing Technology	30	\$0.00	\$66.00	\$12.00	\$0.00	\$30.00	\$108.00
Practical Nursing	47	\$0.00	\$0.00	\$2,640.00	\$0.00	\$0.00	\$2,640.00
Sterile Processing Technology	27	\$0.00	\$0.00	\$0.00	\$0.00	\$198.00	\$198.00
Surgical Technology	53	\$0.00	\$0.00	\$790.80	\$0.00	\$386.40	\$1,177.20
Technical Drafting	48	\$0.00	\$0.00	\$24.00	\$0.00	\$108.00	\$132.00
Welding	48	\$0.00	\$66.00	\$1,202.40	\$0.00	\$222.00	\$1,490.40
Welding - Fast Track	24	\$0.00	\$66.00	\$1,352.40	\$0.00	\$222.00	\$1,640.40
Welding Fabrication	24	\$0.00	\$66.00	\$780.00	\$0.00	\$0.00	\$846.00

** Part -Time tool rental fee = \$25 per semester
Full -Time tool rental fee = \$50 per semester

WASHBURN INSTITUTE OF TECHNOLOGY
TABLE 3
DEPARTMENTAL BUDGETS FOR FY22 AND FY23

<u>Budgetary Areas</u>	<u>Approved FY22 Budget</u>	<u>Proposed FY23 Budget</u>
<u>Academic Areas</u>		
Advantage Center	\$ 148,417	\$ 150,267
Health Occupations	197,907	282,638
Life Sciences	58,700	59,000
Health Care Technology	101,869	228,419
CE - Nursing Aide	132,250	-
Phlebotomy	58,325	58,425
Practical Nursing	351,680	406,130
Surgical Technology	82,525	130,725
Emergency Medical Technology	122,730	114,730
Culinary Arts	151,488	141,488
Child Care	190,570	206,834
Cosmetology	299,354	375,504
Collision Repair	143,645	133,108
Auto	255,301	228,601
Machine Tool Technology	51,814	105,770
Fast Track Machine Tool Technology	50,956	-
Graphics Technology	65,800	54,200
Welding	143,387	361,387
Fast Track Welding	203,000	-
Welding Fabrication	62,500	-
Building Technology - WT East	54,996	53,646
Legal Office Professional	49,800	48,300
Business Administrative Technology	46,200	45,400
Medical Office Specialist	46,761	-
Computer Repair	222,918	246,918
Technical Drafting	44,000	44,400
Diesel Mechanics	234,000	274,525
Cabinet - Millwork	79,002	77,052
Advanced Systems Technology	101,940	100,540
Logistics and Production Technology	63,082	58,332
Production Technology - FR	66,000	73,000
Electricity	94,000	108,700
Climate & Energy Control Technition	115,697	120,897
Warehouse Distribution	64,804	64,804
Commerical Construction	73,636	79,636
Business and Industry	285,475	285,475

WASHBURN INSTITUTE OF TECHNOLOGY
TABLE 3
DEPARTMENTAL BUDGETS FOR FY22 AND FY23

<u>Budgetary Areas</u>	<u>Approved FY22 Budget</u>	<u>Proposed FY23 Budget</u>
<u>Academic Areas Continued</u>		
Continuing Education	190,933	237,933
Commerical Heavy Construction	81,913	98,913
LGHS	203,659	161,377
Instructor Professional Development	-	189,508
Curriculum and Instruction	725,606	952,616
Academic Programs - Salary Plan and Benefits	<u>1,248,963</u>	<u>1,311,093</u>
Sub-Total Academic Programs	\$ 6,965,603	\$ 7,670,291
<u>Academic Support</u>		
Information Technology Services	\$ 325,340	\$ 350,340
Distance Learning	25,850	25,850
Washburn Tech East Administration	280,638	228,188
Office of the Dean	542,353	598,453
Academic Support Salary Plan and Benefits	<u>126,125</u>	<u>133,197</u>
Sub-Total Academic Support	\$ 1,300,306	\$ 1,336,028
<u>Student Services</u>		
Student Services	\$ 583,890	\$ 700,383
Recruitment Services	257,719	273,050
Testing Services	57,047	-
Financial Aid	53,340	-
Student Services Salary Plan and Benefits	<u>244,398</u>	<u>255,921</u>
Sub-Total Student Services	\$ 1,196,394	\$ 1,229,354
<u>General Institutional</u>		
Marketing	\$ 210,654	\$ 215,554
Human Resources	73,200	61,000
Institutional Research	80,833	59,938
Central Printing	-	65,000
Business Office	244,402	176,650
General Institutional Salary Plan and Benefits	<u>154,444</u>	<u>159,179</u>
Sub-Total Gen. Institutional	\$ 763,533	\$ 737,321
<u>Facilities Services</u>		
Buildings & Grounds	\$ 886,706	\$ 939,206
Utilities	458,568	464,568
University Police	126,939	123,939
Physical Plant Salary Plan and Benefits	<u>224,170</u>	<u>231,348</u>
Sub-Total Physical Plant	\$ 1,696,383	\$ 1,759,061
<u>Staff Benefits</u>		
Staff Benefits	\$ 404,845	\$ 412,942
	\$ 404,845	\$ 412,942

WASHBURN INSTITUTE OF TECHNOLOGY
 TABLE 3
 DEPARTMENTAL BUDGETS FOR FY22 AND FY23

<u>Budgetary Areas</u>	<u>Approved FY22 Budget</u>	<u>Proposed FY23 Budget</u>
<u>Transfers</u>		
Mandatory - Perkins / Work Study	\$ 15,000	\$ 15,000
Non-Mandatory	941,351	1,287,413
Sub-Total Transfers	<u>\$ 956,351</u>	<u>\$ 1,302,413</u>
TOTAL EDUCATIONAL AND GENERAL	<u>\$ 13,283,415</u>	<u>\$ 14,447,410</u>
		\$ 1,163,995

Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: Emeritus

DESCRIPTION:

The emeritus title is intended to honor faculty members who have made a significant contribution to Washburn University through teaching, research or service. Individuals retiring after ten years of full-time service as members of the General Faculty immediately preceding their retirement are eligible for the designation. Dr. Russell E. Smith will retire July 31, 2022 and meets the qualifications to be designated as Professor Emeritus.

Dr. Russell E. Smith has been a faculty member at Washburn University for 38 years, serving as professor of economics and associate dean at the School of Business since 2000. Previously, he served as assistant professor (1984-1987), associate professor (1987-2000), director of graduate (MBA) programs (1996-2002) and interim dean in the School of Business (2002-2003). He holds a Ph. D. in Economics from the University of Illinois at Urbana-Champaign (1985), an M.A. in Economics from San Francisco State University (1978), and a B.A in Politics from the University of California at Santa Cruz (1965). His teaching areas include macroeconomics, labor economics, and international economics.

Professor Smith represented the School of Business on the University Council from 1992 until he become associate dean in 2000, serving as its chair from 1997 to 2000. He participated in the transition of the Council to a faculty-led body that become the foundation for the current Faculty Senate. As Council chair, he represented Washburn University on the Council of Faculty Senate Presidents (of the Kansas Board of Regents) in 2000. He was active in Washburn University's successful AACSB accreditation effort, attending numerous AACSB training conferences and seminars. He served on the steering committee of the AACSB Associate Deans Affinity Group (2011-2015). Professor Smith also has served as a peer reviewer for the Higher Learning Commission since 2002.

Professor Smith's research interests include the internationalization of business education, Brazilian economic development, and labor markets and labor relations in Latin America. He was chair of the Labor Studies Working Group of the Latin American Studies Association and serves as a Contributing Editor for "Political Economy: Brazil" for the Handbook of Latin American Studies. His international experience has been instrumental in his promotion of international partnerships for Washburn University with institutions in China, Belgium, and Germany and the member schools of the Magellan Exchange. He works professionally in English, Portuguese, and Spanish.

FINANCIAL IMPLICATIONS: None

RECOMMENDATION:

President Farley recommends the Board of Regents bestow the title “Professor Emeritus” to Dr. Russell E. Smith.

Date

Jerry B. Farley, President

Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: Eminentes Universitatis

DESCRIPTION:

Washburn University awards the “Eminentes Universitatis” designation to long-term employees who meet the following requirements: employed as a technical instructor, staff employee or equivalent for a period of ten years or more; retire in good standing; and service performed must be judged to have been meritorious. At this time, we have four employees meeting these requirements.

Chris Ashley

Mr. Chris Ashley, Painter, Facilities Services, retired with almost 23 years of service to Washburn University. He joined the Facilities Services department in 1999 and has been an invaluable team leader and professional painting employee. Chris is a perfectionist and it showed in the expert quality of his work throughout campus. He worked through heat, and cold and with sometimes stressful deadlines. In addition to painting, Chris possessed fine carpentry skills and was able to repair most things such as cabinets, cutting boards and outdoor walkways at Harvey Garden. Chris volunteers with the Scouts and is involved in the merit badge retreat held at Washburn yearly. Mr. Ashley retired in January of 2022.

Jim Fosdick

Mr. Jim Fosdick, Technology Support Technician I, Information Technology Services, retired with 15 ½ years of service to Washburn University. He began his career at Washburn in October 2006 providing customer support to the campus and helped Washburn Tech with IT needs. Mr. Fosdick was chosen “Employee of the Year” early in his career and he continued to provide quality customer support. He was assigned primarily to Morgan Hall and provided support to classrooms and offices. Mr. Fosdick retired in May, 2022.

Steven Greene, Sr.

Mr. Steven Greene, Sr., Technical Instructor, started teaching for Washburn University Institute of Technology in 2008. His commitment to education was seen in the successful launch of the carpentry program, development of an Accelerating Opportunities Kansas (A-OK) carpentry certificate pathway for students in the General Education Development (GED) and Adult Education programs. The carpentry program will be phased out at Tech East in 2022, allowing for the new plumbing program with Mr. Greene leading the development of the curriculum and lab space for the new signature program. Mr. Greene embodies the motto of Washburn University *Non Nobis Solum*. He serves to build the people around him into their best selves through education and opportunity. Mr. Greene will retire July 31, 2022.

Wendy Stafford

Ms. Wendy Stafford, Administrative Specialist, started her 23-year career at Washburn University in April, 1999 in the Registrar's Office. Her work in the Registrar's Office was rewarding and offered her the opportunity to interact with students and faculty who visited the front counter and forged many long-lasting relationships with them. Looking for a change and to interact more with students and faculty, Ms. Stafford was hired in the Department of Biology in January, 2006 where she remained until retirement. During her time in the Department of Biology, she served the students and faculty very well in all facets of day-to-day activities. She was also extremely helpful for students the department serves, such as pre-Nursing, Kinesiology, and Allied Health. Ms. Stafford retired June 3, 2022.

FINANCIAL IMPLICATIONS:

None.

RECOMMENDATION:

President Farley recommends the Board of Regents bestow the status of "Eminentes Universitatis" to Chris Ashley, Jim Fosdick, Steven Greene, Sr. and Wendy Stafford.

Date

Jerry B. Farley, President

Agenda Item No. _____

Washburn University Board of Regents

SUBJECT: Washburn University Policy Regulation and Procedure Manual, Section A.
General Topics.

DESCRIPTION:

Washburn University's Policy and Procedures Manual Section A outlines policies governing alcohol on campus. There are two amendments needed to this policy. The first is language to permit the sale of alcohol at athletic events. The second amendment is to update the list of designated areas where alcohol may be served in the new law school building.

FINANCIAL IMPLICATIONS:

None.

RECOMMENDATION:

President Farley recommends the Board of Regents approve amendments to A. of the Washburn University Policies, Regulations, and Procedures Manual.

Date

Jerry B Farley, President

WUPRPM. Board Policies

A. General Topics

Revision Date: June 26, 2023

4. Alcoholic Liquor and Cereal Malt Beverage.

4.1. Purpose. This statement sets forth the policies applicable to the possession, serving, and consumption of alcoholic liquor and cereal malt beverages on University premises.

4.2. Establishment of Regulations. The Administration shall establish regulations and procedures governing the possession, serving, and consumption of alcoholic liquor and cereal malt beverages on University premises consistent with Board policies and applicable laws and regulations.

4.3. Serving Areas. Alcoholic liquor and cereal malt beverages may be sold, served and/or consumed at an event only in or on the following designated areas:

- President's residence and adjacent grounds;
- International House;
- White Concert Hall foyer;
- Carole Chapel;
- Mulvane Art Museum and Mulvane Art Museum foyer;
- Law School Building; First and Second floor common areas, Dole Plaza, Divisible classroom
- Memorial Union meeting rooms and adjacent lobbies;
- Bradbury Thompson Alumni Center;
- Gray University Theatre foyer;
- Hospitality areas of the Bianchino Pavilion;
- McPherson Room in Petro Allied Health Center;
- Lee Arena in Petro Allied Health Center;
- Athletic Conference Room; and,
- All outdoor areas of the University's campus; provided, however, the sponsoring organization shall designate and identify, subject to approval by the President, a specified area within which the consumption of alcoholic liquor and cereal malt beverages shall be limited.

4.4. Nonalcoholic Beverages. Nonalcoholic beverages must be provided at all events at which alcoholic liquor and/or cereal malt beverages are served.

Agenda Item No. VII. B. 5.
Washburn University Board of Regents

SUBJECT: Issue RFP for Search Firm – Ratification

DESCRIPTION:

On May 26, the Board of Regents held a meeting to discuss the presidential transition. At that meeting the Board approved a motion to contact five search firms to solicit interest in their services. Upon research, University Counsel Marc Fried advised the Board Chair that the University policies require a Request for Proposal for purchases anticipated to be greater than \$10,000. Based on information received from other Kansas higher education institutions regarding previous hires of search firms, an agreement with a search firm will exceed that amount. The Board Chair instructed staff to draft an RFP and publicize it, while recognizing it is a different action than approved by the Board. In the interest of time and meeting the desire of the Board to move quickly on the hiring of the search firm, the Chair authorized this action, subject to ratification by the Board.

FINANCIAL IMPLICATIONS:

There are no financial implications for issuance of an RFP.

RECOMMENDATION:

Chair Beck requests the Board of Regents ratify his approval to issue an RFP for a search firm.

Date

Terry Beck, Chair

Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: Contracted Services with Pinegar, Smith & Associates, Inc.

DESCRIPTION:

Located here in Topeka close to the Capitol and being a political subdivision, it is important for Washburn University to maintain a visible presence in state government. The firm of Pinegar, Smith & Associates have assumed primary responsibility for legislative analysis and response for the University for the past twelve years.

The work of their firm is exceptional and is a key factor in the University's financial stability and institutional success. Each year brings unique challenges and the firm works both during the session and out of session to assist the University. Services provided by Pinegar, Smith & Associates include monitoring legislative activity on a day-to-day basis, covering committee hearings, arranging meetings of legislators with Dr. Farley, monitoring the daily session for any issues of interest to Washburn, and coordinating with the Kansas Board of Regents.

In the most recent legislative session, the state had a budget surplus, a rare situation created in part by federal pandemic funds. Pinegar, Smith & Associates worked diligently to ensure the University was treated fairly. The following are notable accomplishments for the 2022 session:

- Ensured the University retained sales tax authority which allows for more stable and predictable budgeting.
- The largest permanent increase to the municipal operating grant (ie. State funds).
- Appropriations from pandemic relief funds for program expenses at both the University and for Tech, which may be used for capital improvements.
- Increase to scholarship funds distributed by the Kansas Board of Regents.
- Provided innumerable hours of guidance for testimony before legislative committee hearings in response to extensive legislative data requests.

FINANCIAL IMPLICATIONS:

The annual rate for this proposal will be \$86,478.00, payable as mutually agreed to between the parties. In addition, Pinegar & Smith will also bill for any reasonable out-of-pocket expenses incurred, such as postage, shipping, printing and photocopies, entertainment, lobbyist registration fees and out-of-town travel and lodging. Funding for these services currently exists.

RECOMMENDATION:

President Farley recommends the Board of Regents to approve the contract submitted by Pinegar, Smith & Associates to provide to aforementioned services for the period of August 1, 2022 to July 31, 2023.

Date

Jerry B. Farley, President



CONTRACT FOR PROFESSIONAL SERVICES

THIS CONTRACT FOR PROFESSIONAL SERVICES (“Agreement”) is made and entered into by and between Washburn University of Topeka, 1700 SW College Avenue, Topeka, Kansas 66621 (hereinafter “Client”), and Pinegar, Smith & Associates, Inc., 513 SW Van Buren Street, Topeka, Kansas 66603-3302 (hereinafter “Consultant”).

The parties agree as follows:

1. Statement and Subject of Employment

a. Client retains and employs Consultant to represent Client with regard to legislative and administrative policy issues which may come before the United States Congress, Kansas Legislature and other government agencies or bodies in Kansas, which is further provided as follows:

- i. Consultant will assist Client with developing a federal and state legislative agenda;
- ii. Consultant will provide monitoring of legislation in the Kansas Legislature which affects or is of interest to Client;
- iii. Consultant will provide monitoring of legislation in the United States Congress which affects or is of interest to Client;
- iv. Consultant will assist Client in advancing the legislative program of Client at both the federal and state level, which includes personal meetings with elected officials and their staff to convey and articulate the goals of the Client;
- v. Consultant will provide verbal (or written if requested) reports to University President or designee regarding services rendered on timely legislative and administrative issues.
- vi. Consultant will monitor and attend meetings of the Kansas Higher Ed Caucus;
- vii. Consultant will provide assistance to Client in the planning and coordination of legislative social activities and functions which provide benefit to the legislative program of Client;

- viii. Consultant will attend and participate, as appropriate, in University Executive Staff meetings; and,
- ix. Consultant will attend and participate in University meetings, functions, etc., as requested by the University President's office.

2. Term of Agreement

The term of this Agreement shall be for a one-year period beginning August 1, 2022 through July 31, 2023 ("Agreement Term").

3. Consultant's Fee

In consideration for the representation and services provided under this Agreement, Client shall pay Consultant Eighty-Six Thousand Four Hundred Seventy Eight Dollars (\$86,478.00) ("Consultant's Fee"), payable in twelve (12) equal monthly installments of Seven Thousand Two Hundred Six Dollars and 50 cents (\$7,206.50) per installment. The first monthly installment shall be due and payable immediately upon the signing of this Agreement, with each subsequent installment due and payable on the first day of each month thereafter.

4. Costs and Other Expenses

Reasonable costs incurred by Consultant in advancing Client's cause are to be borne by Client (filing fees, postage, long distance telephone calls, copying, travel and entertainment, etc.). All such reasonable expenses shall be payable on a monthly basis, with a detailed invoice of such items provided to Client by Consultant. Payment shall be made within thirty (30) days of the invoice date.

5. Fee in Event of Discharge

Client reserves the right to terminate this Agreement at any time; *provided*, Client provides Consultant thirty (30) days written notice of such termination. Notwithstanding, in the event Client elects to terminate this Agreement, Consultant shall be compensated by Client for services rendered and expenses incurred until the date of such termination. Such compensation shall be determined through an equitable adjustment of Consultant's Fee based upon the date of discharge in relation to the Agreement Term.

6. Association of Others

Consultant, with approval of Client, may employ, retain and/or consult with other persons to assist Consultant in representing Client, at Consultant's expense. All such persons shall report exclusively to Consultant.

7. Withdrawal of Consultant

Consultant may withdraw from Client's representation at any time; *provided*, Consultant provides Client with thirty (30) days written notice. Notwithstanding, Consultant shall be compensated by Client for services rendered and expenses incurred until the date of such withdrawal. Such compensation shall be determined through an equitable adjustment of Consultant's Fee based upon the date of withdrawal in relation to the Agreement Term.

8. Notice

Any notice required or contemplated under this Agreement shall be in writing and shall be deemed to have been duly served if delivered in person to the party for whom it is intended, or if delivered at or sent by registered or certified mail to the address of the person for whom it is intended. All notices for Washburn University of Topeka shall be provided to University counsel, Washburn University of Topeka, 1700 SW College Avenue, Topeka, Kansas 66621. All notices for Pinegar, Smith & Associates, Inc. shall be provided to Pinegar, Smith & Associates, Inc., 513 SW Van Buren Street, Topeka, Kansas 66603-3302.

9. Favorable Outcome Not Warranted

Consultant agrees to faithfully and diligently represent Client, but Consultant makes no warranties or representations concerning the success or results obtained from Consultant's services or representation under this Agreement. All statements of Consultant on these matters are statements of opinion only.

10. Modifications of Agreement

Any modifications of this Agreement or any additional obligations assumed by either party in connection with this Agreement shall be binding only if evidenced in writing and signed by both parties.

11. Entirety of Agreement

This Agreement embodies the entire agreement of the parties. There are no promises, terms, conditions, or obligations other than those contained in this Agreement. This instrument supersedes and modifies all previous communications, representations or agreements, either verbal or written, between the parties.

12. Law to Govern Contract

It is agreed that this Contract shall be governed by, construed and enforced in accordance with the laws of the State of Kansas.

13. Confidentiality of Information

To the extent this paragraph is not superseded by law, each party agrees that all of the information, data, processes and procedures related to the subject matter of this Agreement is and shall be maintained as confidential information.

14. Nondiscrimination

Neither party shall discriminate against any person during the performance of this Agreement because of race, color, religion, age, national origin, ancestry, disability, sex, sexual orientation, gender identity, genetic information, marital or parental status, or any basis prohibited by federal, state or local law or University's equal education opportunity statement.

15. Miscellaneous

The parties hereby acknowledge that it is their intent to consummate this Agreement, and further agree to cooperate in good faith to effectuate and implement all the terms and conditions of the Agreement. This Agreement or any section thereof shall not be construed against any party due to the fact that said Agreement or any section thereof was drafted by said party. If any portion, provision or part of this Agreement is held to be invalid, unenforceable, unconscionable, or void for any reason whatsoever, that portion shall be severed from the remainder, and shall not affect the validity or enforceability of the remaining provisions, portions or parts.

IN WITNESS WHEREOF the parties of this Agreement have caused it to be executed in duplicate and one copy provided to each party.

Pinegar, Smith & Associates, Inc.

Washburn University of Topeka

By: _____
John D. Pinegar

By: _____
Jerry B. Farley, President

Date

Date

Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: Property and Business Interruption Insurance Renewal

DESCRIPTION:

The University's property and business interruption insurance renews annually on July 1st.

Last year, our insurance broker, IMA Inc., did a complete marketing effort on Washburn's behalf, reaching out to eight primary carriers and over twenty excess/surplus carriers in an attempt to reduce premium costs for the term. The lowest indicated rate within the marketplace for our portfolio of buildings was \$0.115 per \$100 of value, which compared negatively to the estimated renewal rate of \$0.079 per \$100 of value provided by our current carrier, MHEC. Washburn consequently chose MHEC as our Property insurer, but after binding, many additional colleges left the program, resulting in another 10% increase in premium for Washburn.

This year there is a strong indication that additional colleges may leave the MHEC program, increasing the possibility of another post-binding increase of 10-20%. Taking this into consideration, IMA, for its part, worked to ensure a good balance of coverage and premium and to provide the best possible options for this renewal. After consideration, IMA has provided the following options for Property Insurance:

MHEC's premium for this year's values is \$703,000—however, a potential post-binding increase could increase the amount to anywhere from \$770K to \$840K, based on total property values of \$667 million.

QBE North America's premium for this year's values is \$600,977 with a \$400M loss limit. IMA would also recommend moving the renewal date to October 1, which would be in line with Casualty insurance and other insurance policies. QBE would extend the annual rate for the additional three months, providing pricing of \$751,989 for 15 months.

FINANCIAL IMPLICATIONS:

An expenditure of \$751,989 for property and business interruption insurance renewal, which will be funded as a part of the FY 2022-23 Washburn University and Washburn Tech operating budgets, along with 3 months funded by the FY2023-24 budgets.

RECOMMENDATION:

President Farley recommends approval to purchase property and business interruption insurance policies from QBE North America at a 15-month premium of \$751,989.

Date

Jerry B. Farley, President

Insurer Name	Pricing on \$621,389,104 value	Status
MHEC	\$0.079 per \$100 of value (\$490,620)	Recommendation is to continue with MHEC
Standard Markets		
AIG	\$0.123 per \$100 of value (\$764,309)	Quoted in excess of \$700K, reduced terms
FM Global	\$0.115 per \$100 of value (\$714,597)	Quoted, but pricing would be excess of \$700K
CNA		Declined – too much concentration in Kansas
Hartford		Did not respond
Liberty Mutual		Declined – too much concentration in Kansas
Sompo		Declined – too much concentration in Kansas
Travelers		Interested, but pricing would exceed MHEC pricing and terms would be less competitive.
Zurich		Declined – too much concentration in Kansas
Surplus Lines Markets		
Westchester		All markets within this category would quote for potential coverage, but rates would be in excess of \$0.20 per \$100 of property values, thus making them non-competitive. (\$1.25+ million)
Beazley		
Lloyd's		
Berkshire Hathaway		
Lexington		
Ironshore		
Great American		
Hiscox		
AXIS		
Markel		
Munich Re		
REAPA		
RSUI		
Starr		

Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: Law School Library Lexis Nexis Annual Renewal

DESCRIPTION:

Washburn University School of Law Library continue to provide equitable access to the necessary and vital resources that support the curriculum.

Each year the School of Law Library renews the Lexis Nexis digital library license. This license ensures access to an unlimited number of students for a vast array of digital books and information. The subscription gives access to 188 different sources electronically for research by our students.

Vendor	Cost
Lexis Nexis	\$112,306

FINANCIAL IMPLICATIONS:

The cost of the Lexis Nexis renewal will be funded from the School of Law General fund.

RECOMMENDATION:

President Farley recommends the Board of Regents approve award of the contract to Lexis Nexis in the amount of \$112,306 for the digital Library resources.

Date

Jerry B. Farley, President

Agenda Item No.
Washburn University Board of Regents

SUBJECT: New Law Building Switches and Access Points

DESCRIPTION:

New switches, access points, cabling, etc. need to be purchased for the new Law Building to open. Network equipment is provided by the owner as indicated by general contractor. The equipment purchased meets our standard equipment installation in buildings across the campus. This will allow the new Law Building to operate and allow for future expansion for the network in the building.

Yellow Dog Network, Inc provided the quote using TIPS Contract #200105 for networking equipment. Total cost for network equipment is \$113,241.74.

FINANCIAL IMPLICATIONS:

An expenditure of \$113,241.74 will be funded from law school building project Fund 900150.

RECOMMENDATION:

President Farley recommends the Board of Regents approve the award of a contract to install a networking equipment purchase to Yellow Dog Network, Inc. in the amount of \$113,241.74.

Date

Jerry B. Farley, President

Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: School of Law Building – General Construction Contract

DESCRIPTION:

At its March 2021 meeting, the Board of Regents approved the general construction contract to MCP Build of \$25,406,957 for the new School of Law Building. The project has progressed well and is on schedule for completion by the end of the year. Several scope changes are incorporated into this change order and are listed below:

Description	Reason	Cost
Structural Steel & Framing Changes	Modified Details & Added Supports	\$167,490
Storm Drainage Changes	Drain Line & Foundation Conflict	\$10,416
Modified Door Hardware	Changed Hardware & Card Readers	\$16,192
Millwork Changes	Adjustments to Design	\$3,125
Added Lighting Fixtures	Missed in Design	\$10,793
Added Irrigation Meter	Missed in Design	\$8,861
HVAC Modification	Due to Duct Entry Location	\$21,230
Split Face Corner Caulking	Change from Grout	\$2,025
Framing & Drywall Changes	Room & Wall Adjustments	\$20,598
Electrical & Data Changes	Security & IT Additions	\$89,664

Total \$350,394

FINANCIAL IMPLICATIONS:

The change order of \$350,394 would be issued to MCP Build and funded through the project contingency. Current total contingency has a balance of \$2,420,129 prior to this change order. An updated project budget summary is attached.

RECOMMENDATION:

President Farley recommends the Board of Regents approve the change order to MCP Build in the amount of \$350,394 for additional scope for the School of Law Building project.

Date

Jerry B. Farley, President

Project Cost Summary

FINANCIAL SUMMARY PRIOR TO BOARD AGENDA ITEM- NEW LAW SCHOOL 6/8/2022					
	BUDGET	EXPENDED	ENCUMBERED	TRANSFERS	BALANCE
MCP - Construction	\$25,406,957.00	\$15,931,144.58	\$10,156,859.55	\$822,408.00	\$141,360.87
Furniture & Tech FFE	\$2,800,000.00	\$0.00	\$3,104,664.10	\$470,148.00	\$165,483.90
Soft Costs	\$3,033,004.00	\$2,354,058.55	\$845,792.25	\$47,354.00	(\$119,492.80)
Contingency	\$3,760,039.00	\$0.00	\$0.00	(\$1,339,910.00)	\$2,420,129.00
Total	\$35,000,000.00	\$18,285,203.13	\$14,107,315.90	\$0.00	\$2,607,480.97

Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: Outdoor Track Throwing Event Landing Area Re-Grade

DESCRIPTION:

Pursuant to the FY20 capital funding approved at the April 2019 WUBOR meeting and the subsequent approval of funds at the September 2020 WUBOR meeting, the University created an outdoor throwing events practice area east of the Indoor Athletic Facility. The area provided a permanent practice location for javelin, discus, hammer throw, and shot put.

After creation of the javelin runway and throwing rings, it has been determined that the implement landing area is not suitable for use. The existing area is sloped toward the detention area and creates numerous hazards when retrieving the thrown implements.

Facilities re-engaged Bartlett & West to support design of a better landing area. Bartlett and West determined that the detention area could be adjusted to remove some of the bank along the east side of the detention area and build up the north area. Performing this work would provide a gentle slope through the landing areas and provide a safer and more attractive space for the athletes. Facilities worked with University Purchasing to publish an RFP for the work. Only one bidder provided a proposal on the project.

Vendor	Cost
Schmidtlein Excavating	\$175,600

FINANCIAL IMPLICATIONS:

Total project is expected to cost \$372,132 consisting of expenditures to Crossland (\$156,532) for the installation of throwing equipment, engineering by Bartlett & West (\$20,000), re-grade the landing area to Schmidtlein (\$175,600) and extension of the discus cage to Kansas Fence (\$20,000). Initially, the FY20 capital budget of \$60,000 and the remaining Track Capital Fund of \$105,000 funded the project. This additional work will be funded from the remaining \$207,132 IAF Project contingency.

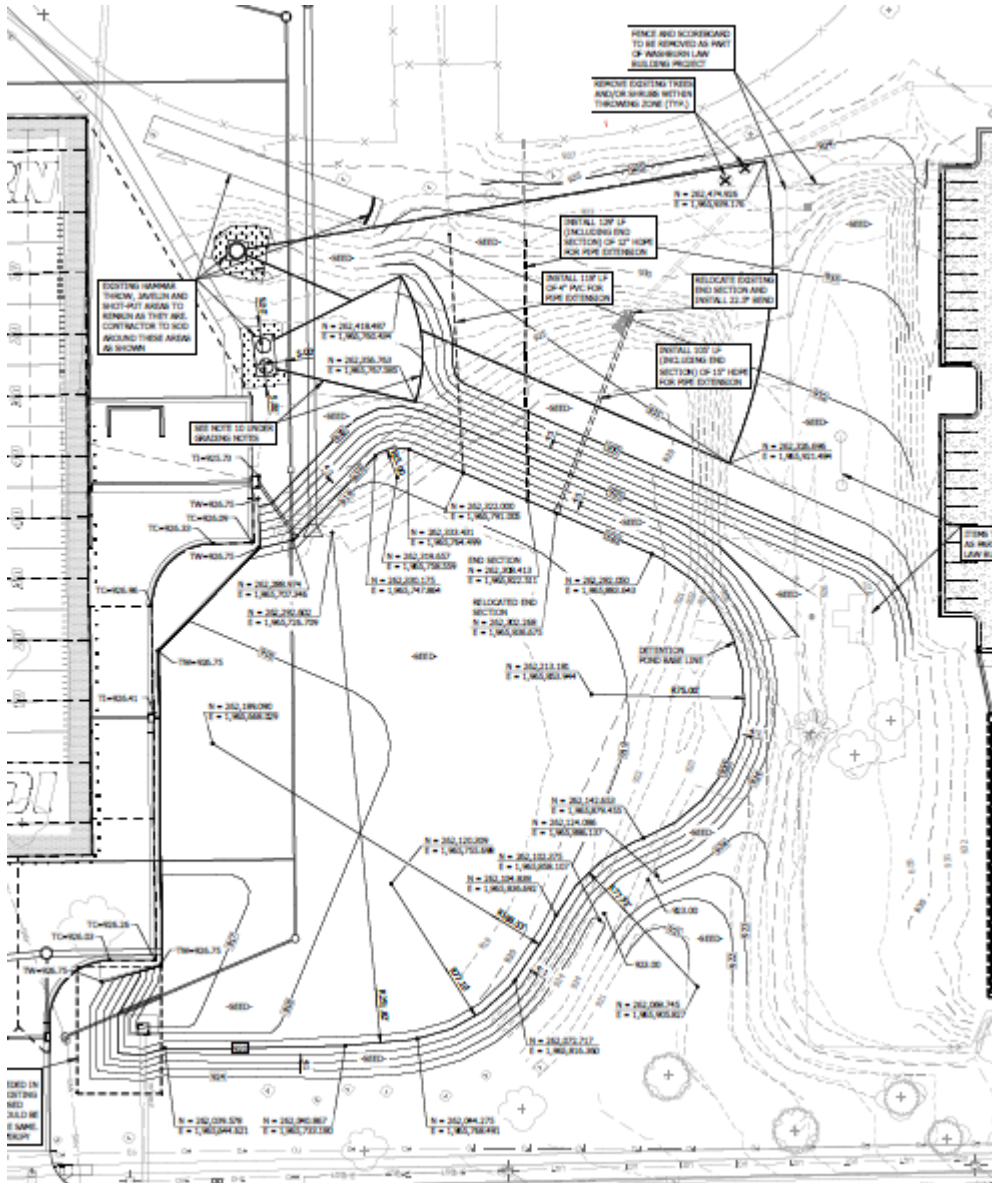
RECOMMENDATION:

President Farley recommends the Board of Regents approve award of a contract to Schmidtlein Excavating in the amount of \$175,600 for the Outdoor Throwing Area Re-grade.

Date

Jerry B. Farley, President

Track Outdoor Throwing Events Practice Area



Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: Replacement of HVAC Unit Football Locker Room
Project C23022

DESCRIPTION:

Pursuant to the FY23 capital funding approved at the March 24 Board of Regents meeting, the University is pursuing a replacement of the HVAC unit at the Whiting Football Locker Room. This equipment is due for replacement as the current equipment has lasted beyond its useful life and is no longer reliable. The refrigerant that the current equipment uses is the obsolete R-22 refrigerant. All R-22 units are in the process of being replaced. The upgrade will provide a new reliable Trane unit, and provides for the new controls to be integrated with the Trane building automation system.

Facilities worked with University Purchasing to publish an RFP for this work. Three bidders provided complete proposals.

Vendor	Cost
P1 Group	\$132,673
Samco	\$154,887
McElroys	\$168,230

FINANCIAL IMPLICATIONS:

The Total Project Budget of \$141,173 consists of payments to P1 Group (\$132,673), and a new fence to screen the unit (\$8,500). Funding will be provided through previously approved capital funds.

RECOMMENDATION:

President Farley recommends the Board of Regents approve award of the contract to P1 Group in the amount of \$132,673 for the HVAC unit at the Whiting Football Locker Room.

Date

Jerry B. Farley, President

Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: Facilities Services New Building – Construction Manager at Risk

DESCRIPTION:

In July 2021, the Washburn University Alumni Association and Foundation announced a gift of \$10.2 million from anonymous donors. One of the projects benefiting from this gift is the relocation of the Facilities Services warehouses located east of Yager Stadium to allow for the creation of an outdoor event plaza located west of Petro Allied Health.

Based upon the current market conditions, the University determined the use of a Construction Manager at Risk would provide a better solution than a hard-bid general contractor to support the University's budget and schedule goals on this project. The Construction Manager performs the same function as a general contractor, but is hired earlier in the project process to work as a team member with the University and the Architect to support decisions with cost and schedule in mind. An example of when the Construction Manager can benefit this project is the selection and procurement of the pre-engineered metal building. This package is the structural element of the project and has lead times ranging from 5 to 9 months, depending on the supplier. The Construction Manager will work with the Architect to define the building and place the order as soon as the parameters are set. This will save the project approximately 2-3 months of project schedule as the remainder of the project design is completed.

Washburn Facilities worked with University Purchasing to issue an RFP for the Construction Manager at Risk, requesting qualifications, experience, fees, and anticipated project schedule. Eight proposals were received and were narrowed down to three based upon completeness of requested items in proposal, fee amounts, and ability to meet the schedule deadline of end of June 2023. The three short-listed firms were Senne Company, MCP Build, and KBS.

Personnel from Facilities, Purchasing, and Architect One, who is serving as the project's architect, interviewed the three firms. Senne Company was selected by the committee based on a variety of factors including their proactive approach to procuring the metal building in a timely manner (one of the biggest risks to the timely completion of the project), ability to meet deadlines, experience, references, willingness to work with University Purchasing on the bid process and value to the project.

FINANCIAL IMPLICATIONS:

The Total Project Budget is estimated at \$6,000,000. Senne Company will have an initial contract of \$5,000,000, and will produce a Guaranteed Maximum Price (GMP) after full design is complete, adjusting the contract amount to the finalized design. Construction costs incurred above the GMP will be borne by Senne Company. A project budget summary is below:

NEW FACILITIES BUILDING BUDGET

	BUDGET
Construction	\$5,000,000.00
Furniture & Tech FFE	\$220,000.00
Soft Costs	\$434,000.00
Contingency	\$346,000.00
Total	\$6,000,000.00

Funding for this project is provided by \$2,500,000 private funds and \$3,500,000 University Reserves.

RECOMMENDATION:

President Farley recommends the Board of Regents award the Construction Manager at Risk contract to Senne Company in the amount of \$5,000,000 for the new Facilities Services building.

Date

Jerry B. Farley, President

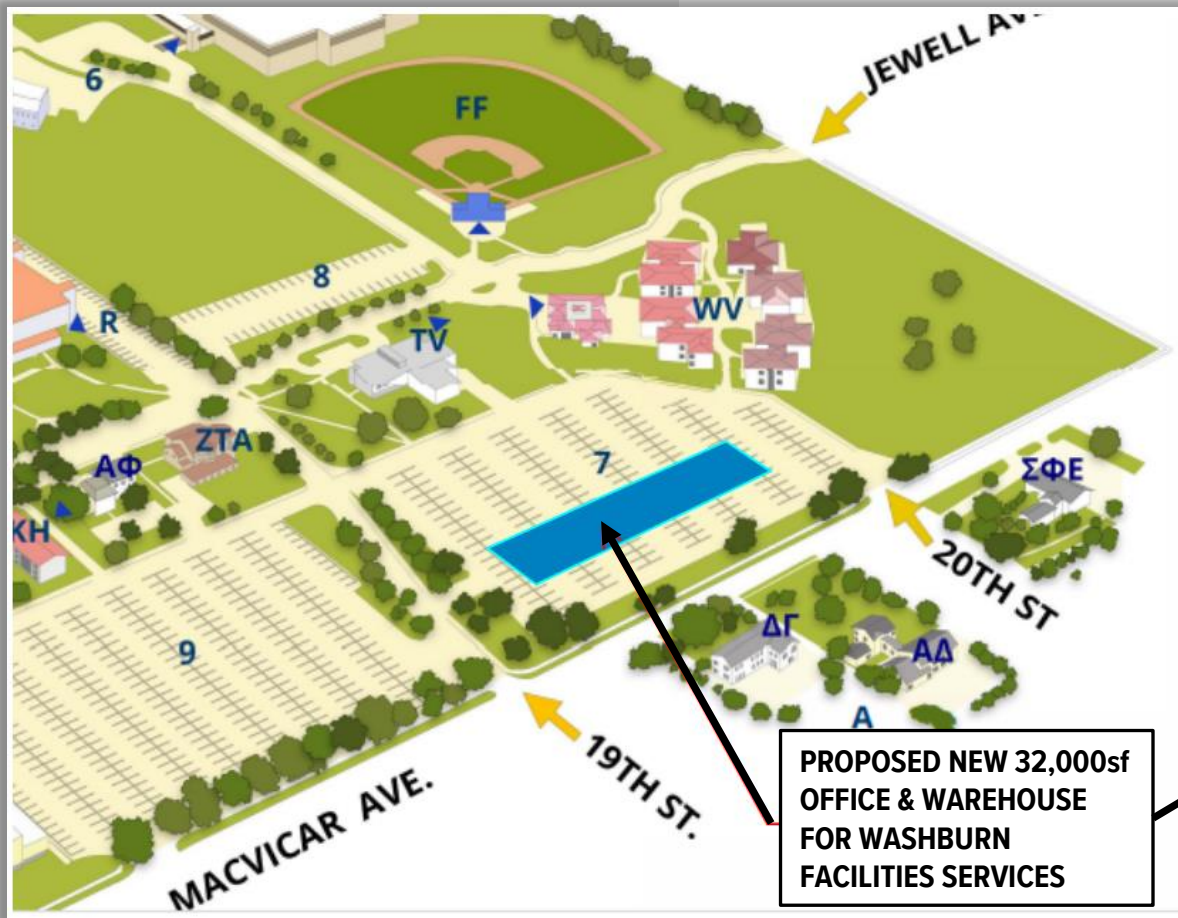
**Architecture.
Planning.
Interiors.**

LISTEN. DESIGN. INSPIRE.

WWW.AO.DESIGN

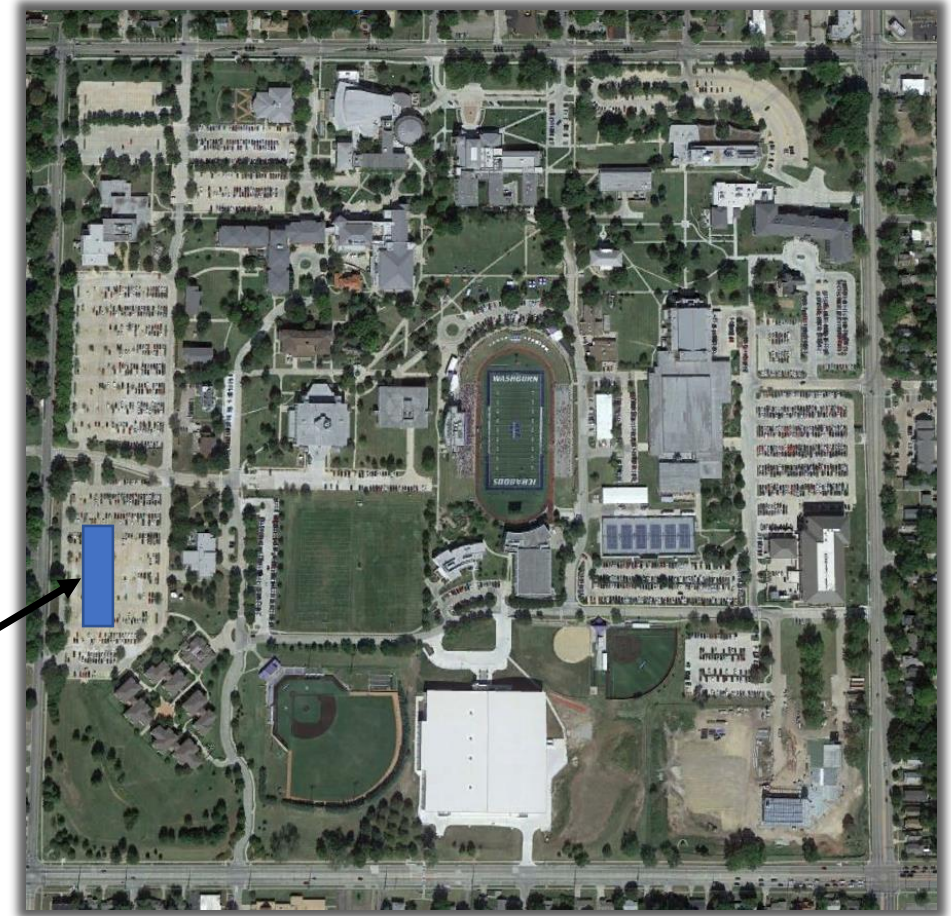
785.271.7010

AO
**Architect
One**



**PROPOSED NEW 32,000sf
OFFICE & WAREHOUSE
FOR WASHBURN
FACILITIES SERVICES**

Site Location

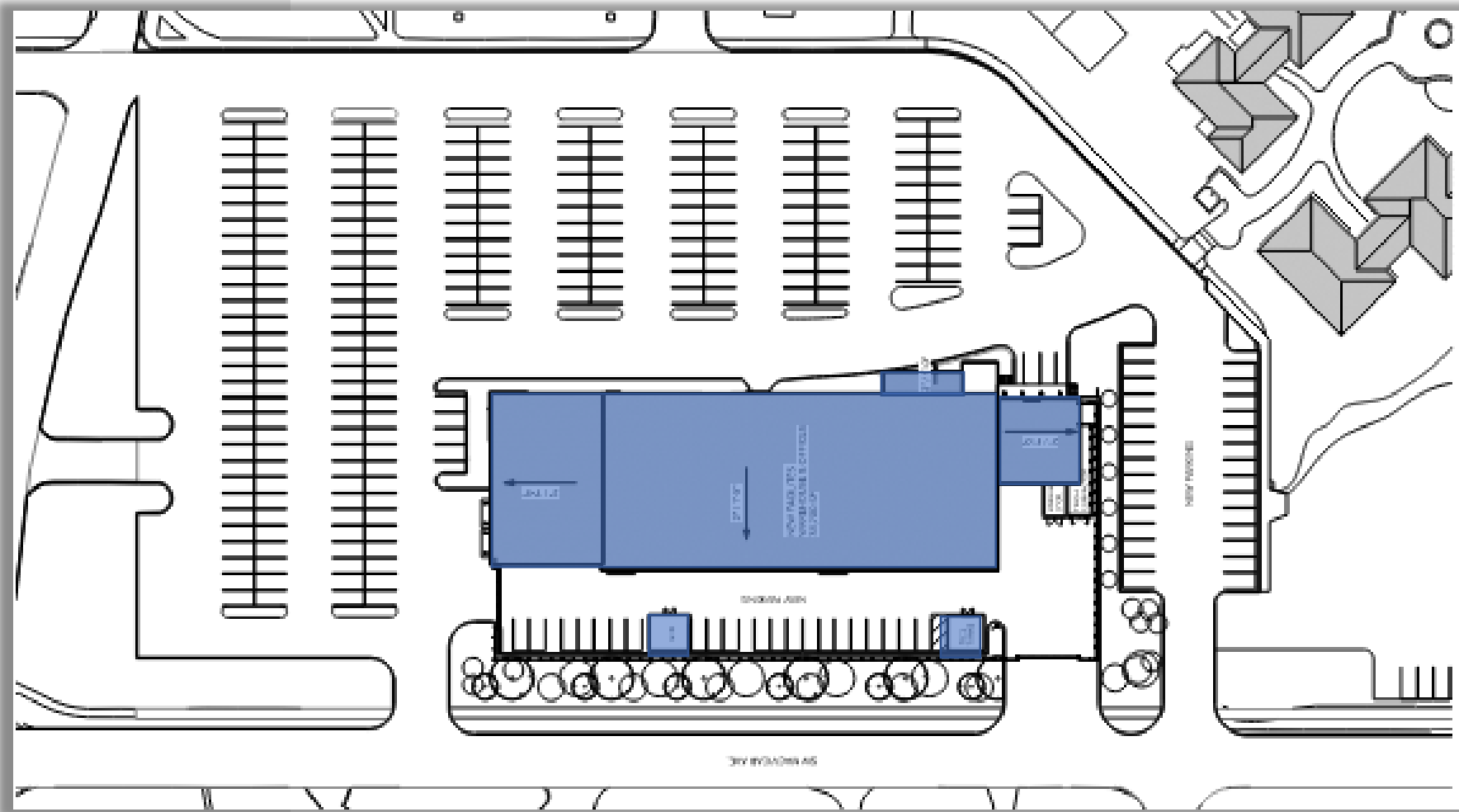


Site Location



LISTEN. DESIGN. INSPIRE.



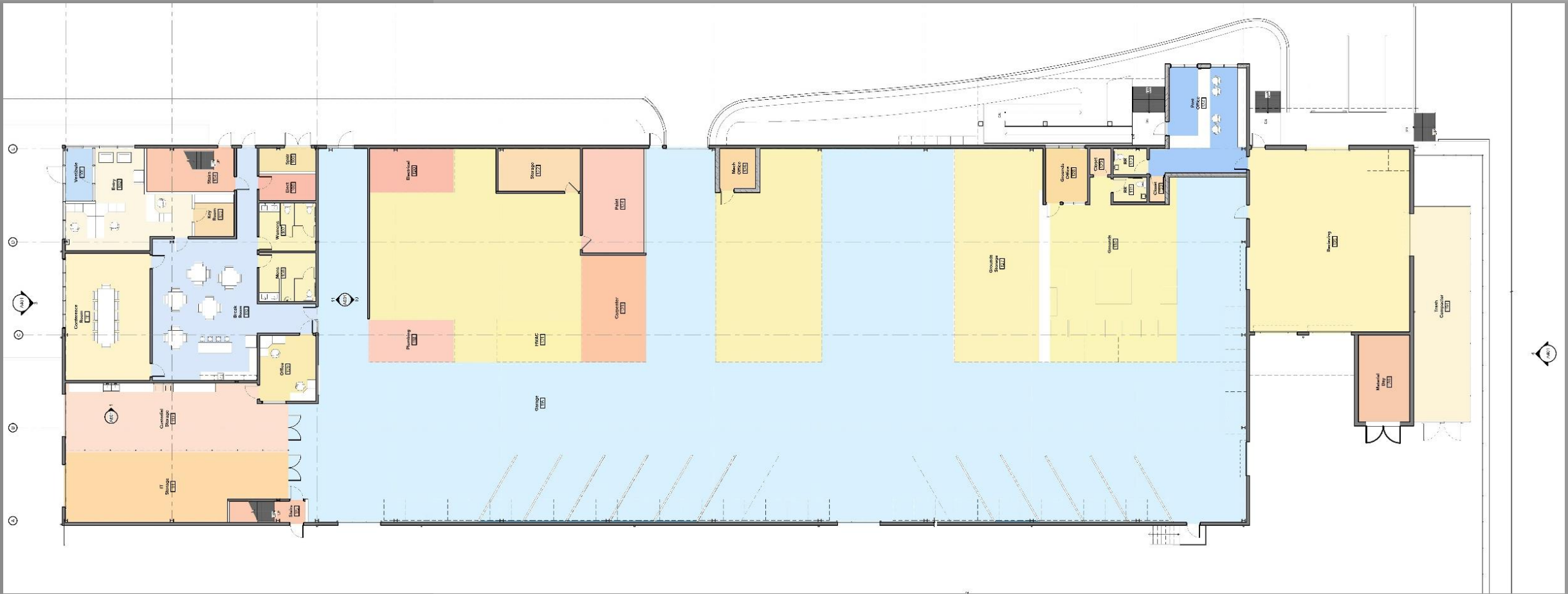


Site Location



LISTEN. DESIGN. INSPIRE.





First Level Plan

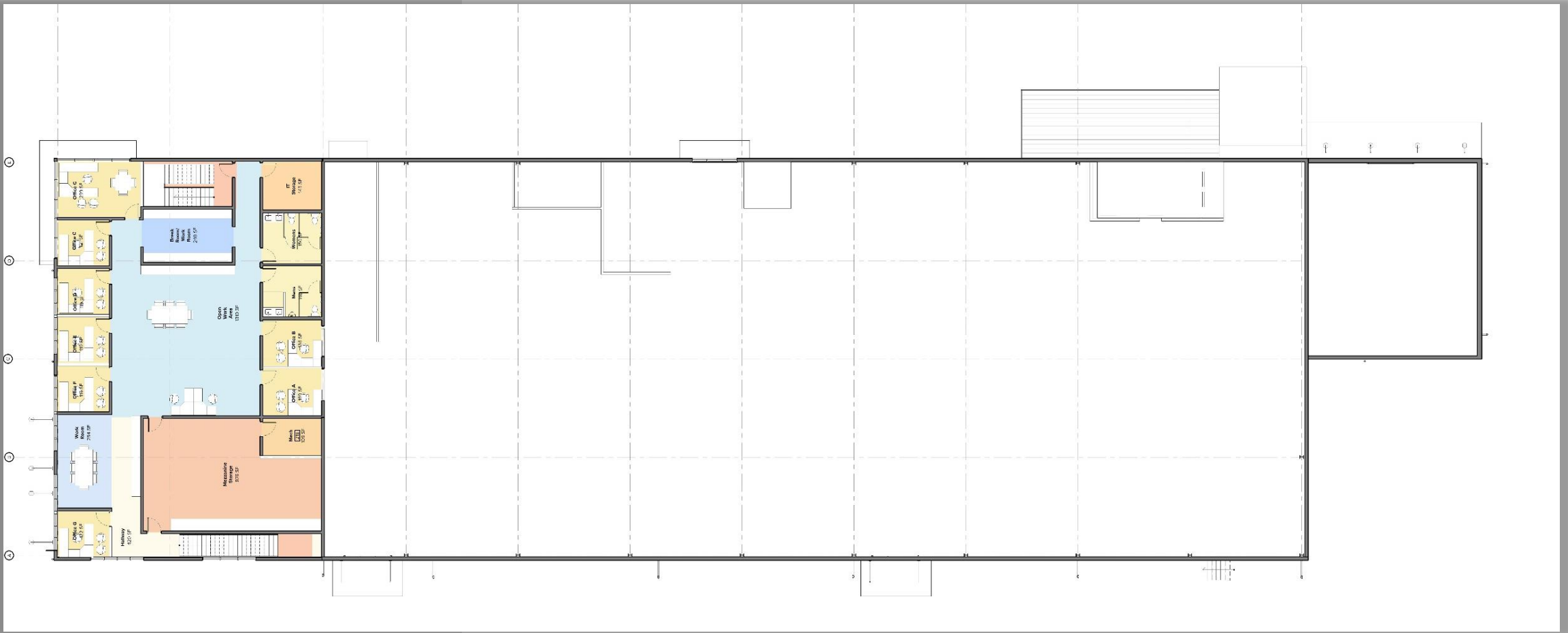
5,000 sf Office – 22,000 sf Warehouse

275' x 90' (approximately)



LISTEN. DESIGN. INSPIRE.



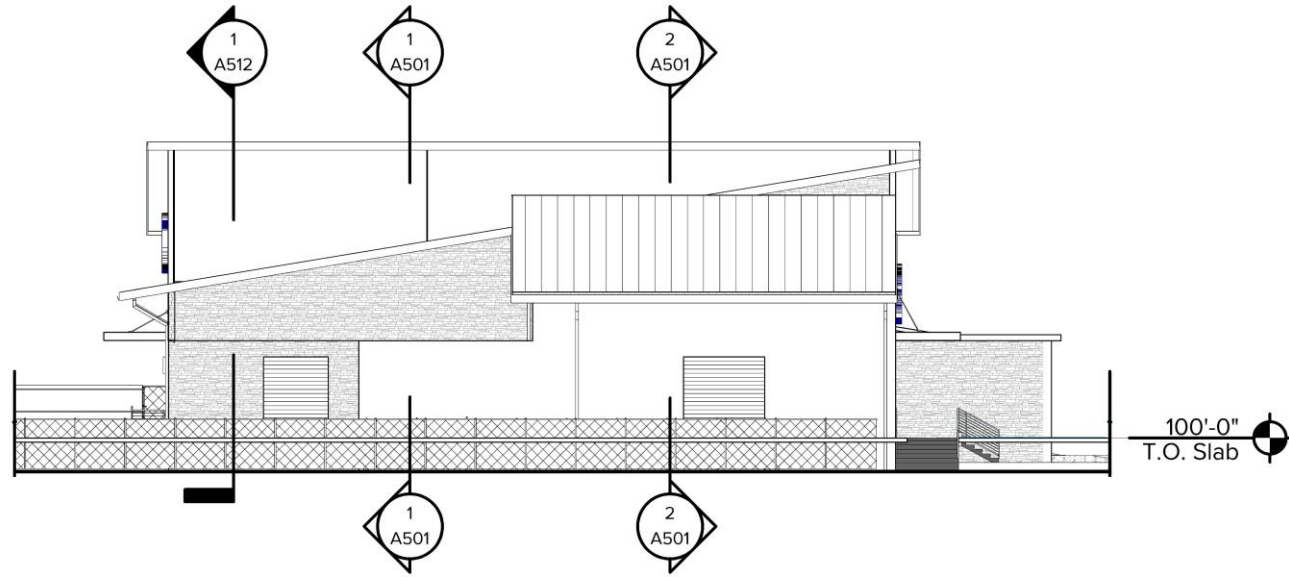


Second Level Plan
5,000 sf Office & Storage



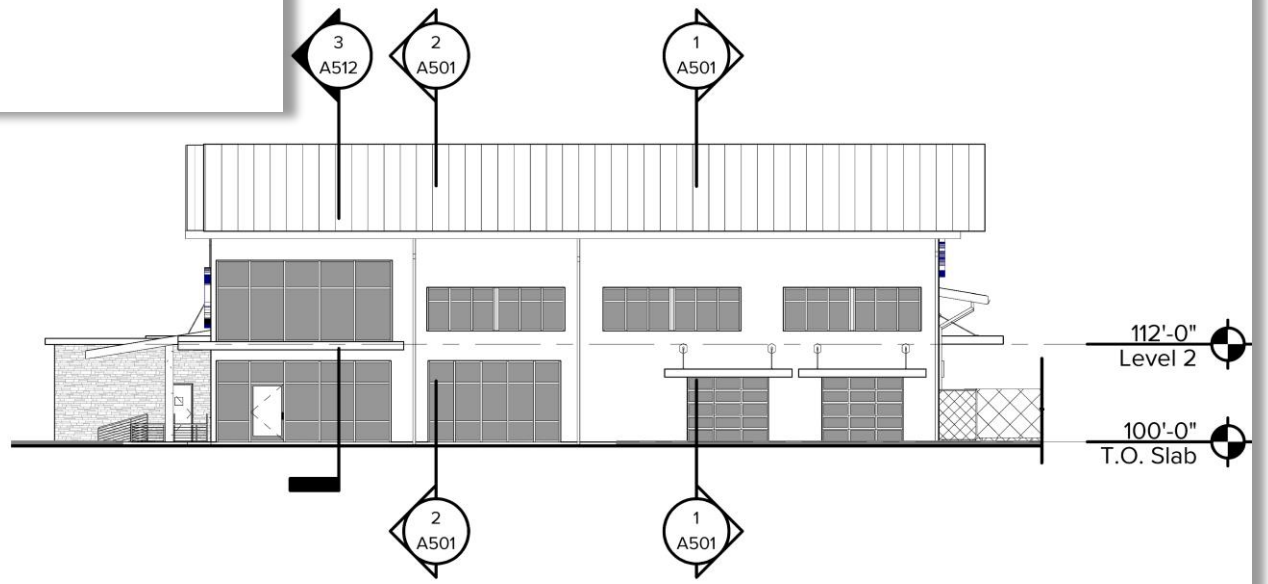
LISTEN. DESIGN. INSPIRE.





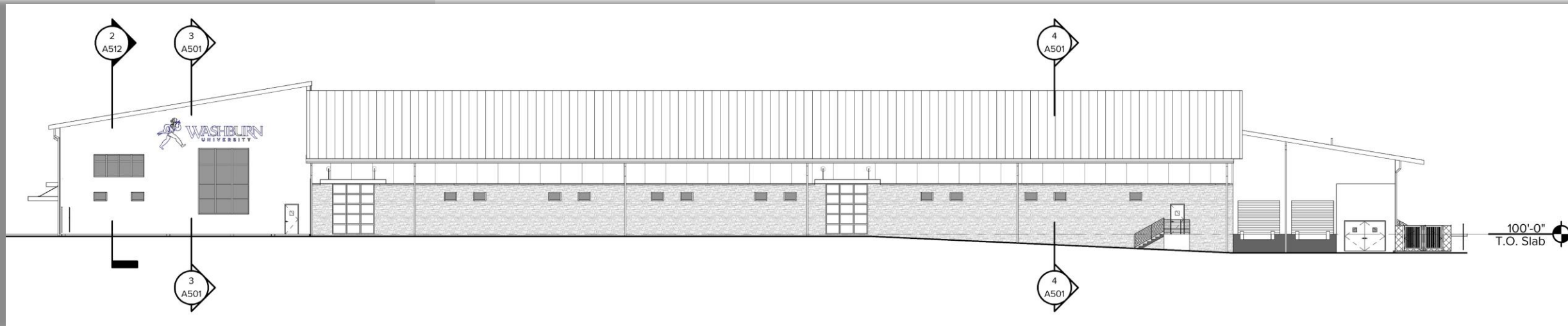
North Elevation

South Elevation



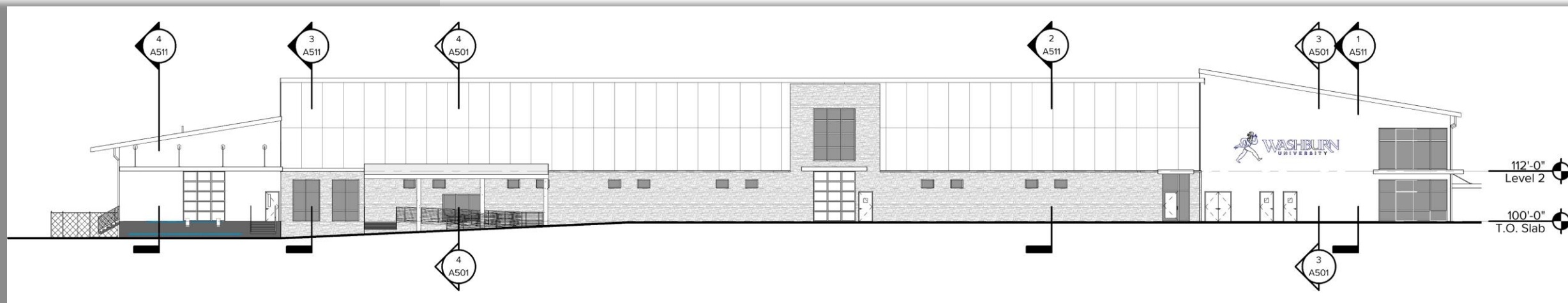
LISTEN. DESIGN. INSPIRE.





West Elevation

East Elevation



LISTEN. DESIGN. INSPIRE.





View from Southwest – Shipping/Receiving



LISTEN. DESIGN. INSPIRE.





View from Southeast – Post Office & Small Truck Loading Docks



LISTEN. DESIGN. INSPIRE.





View from Northeast – Facilities Office Entry



LISTEN. DESIGN. INSPIRE.



Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: Replacement of HVAC Units at Washburn Tech Building G

DESCRIPTION:

The University is pursuing a replacement of the HVAC units at Washburn Tech's Building G. This equipment is nearly 60 years old and is due for replacement as the current equipment has lasted beyond its useful life and is no longer reliable. The refrigerant that the current equipment uses is the obsolete R-22 refrigerant. All R-22 units are in the process of being replaced. The upgrade will provide new reliable Trane units.

Washburn Tech Facilities worked with University Purchasing to publish an RFP for this work. Three bidders provided complete proposals.

Vendor	Cost
Blue Dot	\$108,557
Samco	\$147,376
McElroys	\$215,637

FINANCIAL IMPLICATIONS:

The Total Project Budget of \$108,557. Funding will be provided from Washburn Tech capital outlay funds.

RECOMMENDATION:

President Farley recommends the Board of Regents approve award of the contract to Blue Dot in the amount of \$108,557 for the HVAC units at Washburn Tech's Building G.

Date

Jerry B. Farley, President

Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: White Concert Hall Stage Lift Repair Preparations
Project C22016

DESCRIPTION:

Pursuant to the FY22 capital funding approved at the 2021 March Board of Regents meeting, the University is pursuing the replacement of the White Concert Hall Stage Lift hoist mechanism.

Washburn Facilities worked with University Purchasing to publish an RFP for the preparation work, which includes demolition of existing components, cleaning of the stage lift pit, construction of bearing pads, and relocation of pit sump pumps. No bids were received for the RFP. Facilities identified a local contractor who has experience working in tight spaces with similar equipment and self-performs the work. The project was reviewed and a quote was provided.

VENDOR	PRICE
Senne Company	\$95,625

FINANCIAL IMPLICATIONS:

The Total Project Budget of \$250,000 consists of payments to Gala Systems (\$151,000), Senne Company (\$95,625) and contingency (\$3,375) to cover unknown items that may be found during the project. Funding will be provided through the capital project #22016 of \$94,000, Washburn Foundation Funds identified for White Concert Hall maintenance of \$68,000, and Facilities Capital Funds of \$88,000.

RECOMMENDATION:

President Farley recommends the Board of Regents approve award of the contract to Senne Company in the amount of \$95,625 for the White Concert Hall Stage Lift Repair Preparation Work.

Date

Jerry B. Farley, President

Agenda Item No. _____
Washburn University Board of Regents

SUBJECT: Replacement of Dedicated Outside Air Supply Unit at LLC
Project R23003

DESCRIPTION:

Pursuant to the FY23 Residential Living project request funding approved at the 2022 March Board of Regents meeting, the University is pursuing a replacement of the Dedicated Outside Air Supply (DOAS) unit at the Living Learning Center. This equipment is due for replacement as the current equipment has lasted beyond its useful life and is no longer reliable. The unit's cooling function has failed and no longer cools the air prior to supplying it to the building. The refrigerant that the current equipment uses is the obsolete R-22 refrigerant. All R-22 units are in the process of being replaced. The upgrade will provide a new reliable Trane unit, and provides for the new controls to be integrated with the Trane building automation system.

Facilities worked with University Purchasing to publish an RFP for this work. Three bidders provided complete proposals.

Vendor	Cost
P1 Group	\$151,297
Samco	\$173,601
McElroys	\$200,100

FINANCIAL IMPLICATIONS:

The Total Project Budget of \$151,297 is payments to P1 Group (\$151,297). Funding will be provided through Residential Living Reserve funds.

RECOMMENDATION:

President Farley recommends the Board of Regents approve award of the contract to P1 Group in the amount of \$151,297 for the new DOAS unit at the Living Learning Center.

Date

Jerry B. Farley, President

**Agenda Item No.
Washburn University Board of Regents**

SUBJECT: Apple Computer System Purchase

DESCRIPTION:

Information Technology Services follows a schedule to annually replace a portion of existing Apple computers. We are requesting approval to purchase desktop and laptops systems for various departments of the Washburn University campus. These purchases are part of our annual computer replacement cycle to keep desktop and laptop systems current and operational. The following is the purchase amount for the order from CDW-G.:

- iMac – 57 units
- MacBook Air – 8 units
- MacBook Pro – 8 units

The purchase is only for Apple computers as we have a lease in place for Windows systems for the majority of the campus.

FINANCIAL IMPLICATIONS:

CDW-G provided the quote using state contract E&I contract #CNR01439. Total cost is \$109,768.

The purchase will be funded through approved FY23 Technology request funds of \$109,768.

RECOMMENDATION:

President Farley recommends the Board of Regents approve the award of purchase to equipment to CDW-G in the amount of \$109,768.

Date

Jerry B. Farley, President