

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
May 4, 2023

I. Call to Order

Chairperson Buhler called the meeting to order at 3:00 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

II. Roll Call

Present were: Mr. Beck, Ms. Buhler, Mr. Dicus, Mr. Dietrick, Mr. Nave, Mr. Romero and Ms. Sourk. Regent Padilla arrived at 3:45pm.

III. Approval of Minutes of the March 23 and March 24, 2023 Meetings

Motion by Regent Dicus and second by Regent Romero to approve the Minutes of the March 23 and March 24, 2023, meetings. Motion passed.

IV. Officer Report's

A. Chair's Report

Chair Buhler noted that many students are preparing for finals, and she wished them good luck. Also congratulated those students who are getting ready for graduation next week.

Ms. Buhler said last week Washburn announced a lead gift for the renovation of Henderson Learning Resources Center by Advisors Excel Co-Founders David Callahan and Cody Foster. Chair Buhler thanked them for their commitment to Washburn and to Topeka.

Ms. Buhler advised for the second straight season, the women's tennis team, ranked 24th in the country, is heading to the NCAA National Championships in Orlando, Florida. Chair Buhler added that the No. 18 ranked men's tennis team also qualified for the NCAA National Championships in Orlando. This is the men's team's first appearance at the NCAA National Championships since Spring 2018.

Ms. Buhler announced that the debate team took second at the National Debate Tournament. Chair Buhler congratulated the students and their coaches, Kevin O'Leary and Steve Doubledee.

Ms. Buhler said the Topeka Capital-Journal and Rafael Garcia did a good

article about our student government leaders.

B. President's Report

President Mazachek announced that Washburn has launched a virtual tour for prospective students and their families. Dr. Mazachek asked Dr. Alan Bearman, Vice President Strategic Enrollment Management and Dean of Student Success and Libraries, to present the tour.

Dr. Bearman advised the Board they recently did a visit to Garden City and took the virtual reality tour and virtual reality goggles for prospective students and families to take the tour. Dr. Bearman stated that many people commented they were taken by the beauty of the campus. Dr. Bearman then noted that Ernie Webb, Director Strategic Marketing and Communications, and his team did a great job of putting the tour together. Dr. Bearman then introduced Mr. Webb to lead the tour.

Ernie Webb then directed the tour for the Board. Mr. Webb advised there is purposefully no sound so people viewing will not be distracted from what they are seeing and reading. Several people worked on the scripts for the various departments, but Josh Rouse did most of the work.

Mr. Webb noted the vendor has been advised that there will need to be changes for the buildings as the new campus facilities plan is implemented. He informed the Board there have been over 2,000 visits to the page since it became available on March 20 and people are staying on the pages for a while. Mr. Webb also noted the vendor indicated no one else has provided the details for each building like Washburn's tour.

In response to a question about tracking when persons taking the tour visit certain buildings, Mr. Webb advised there are analytics that track that kind of information.

Dr. Mazachek also thanked David Callahan and Cody Foster for their gift for the Henderson Learning Resources Center project, which is the largest classroom building on campus.

President Mazachek noted that their gift brings the fundraising total to more than \$10 Million of the \$15 Million goal for the project. Dr. Mazachek advised the Henderson project is the largest fundraising effort for a single building project in Washburn's history.

President Mazachek recognized Bill and Emily Gahnstrom for their support of the softball program. Today's agenda contains an item for additional improvements to the softball field and these items are only possible with generosity from our donors like the Gahnstroms.

Dr. Mazachek introduced Jeffrey Jackson, Dean School of Law. Dean Jackson

noted that with the Board's support, the law school launched a new bar exam preparatory class with BarBri bar review course. The first class going through program earlier this spring and taking the bar exam in February, had a 100% pass rate for the first time in school history.

President Mazachek informed the Board that Washburn Tech had a 100% pass rate for students taking the National Council Licensure Examination for Practical Nurses.

Dr. Mazachek stated that Washburn Tech hosted their Letter of Intent signing day on April 20, with 300 students signing their Letter of Intent.

President Mazachek reported on the mid-point review by the Higher Education Commission. Dr. Mazachek offered a comment from the report:

Since the 2019 reaffirmation of the Open Pathway accreditation, despite the disruptions caused by the COVID pandemic, Washburn University has maintained student-centered and teaching-focused operations with a focus on transparency and integrity. While no physical campus visit by the review team was involved in this review, the provided evidence sufficiently demonstrated that the institution has continued to embrace its mission and made substantial investments in faculty support, student success programs, and technological infrastructures. The recently added strategic theme of "Inclusion," the possible adoption of the state university system-wide general education framework, and the expansion of online education can further extend the institution's capacity. With much data collected from well-developed assessment and progress monitoring processes, Washburn is well-poised to pursue a new strategic planning process with an eye on long-term financial stability under the new leadership.

President Mazachek added that Washburn met all 18 criteria without any comment or monitoring. Dr. Mazachek recognized Interim Provost and Vice-President for Academic Affairs Laura Stephenson and Associate Vice-President for Academic Affairs Jennifer Ball for their work preparing for the review.

President Mazachek advised the Board strategic planning will begin on July 27 with a retreat with the Board and cabinet and involvement from AGB. Work will then continue through the fall to have a plan in place by winter break.

C. Committee Report(s) – Budget and Finance

Committee Chair Dietrick give a brief summary of a very long and robust budget and finance committee meeting. Regent Dietrick noted that the other members of the committee, Regents Sourk, Romero and Buhler, were all present. Mr. Dietrick noted that the administration provided key priorities and a timeline for the budget. Committee Chair Dietrick reminded the Board of

their work session on March 7 which addressed enrollment and some of that information was also provided again for the committee to have better context of the budget information. The committee also discussed budget priorities for the administration moving forward.

V. New Business

A. Consent Agenda

Motion by Regent Sourk and second by Regent Dietrick to approve the consent agenda. Motion passed.

- 1. Liquidated Claims Approval - February 2023**
- 2. Liquidated Claims Approval - March 2023**
- 3. Faculty/Staff Personnel Actions**

Grant phased retirement to Robert Boncella for one year beginning August 1, 2023.

B. Action Items

1. Personnel

a. Emeriti

Interim Provost Stephenson presented the item and stated this honor recognizes those faculty who worked at Washburn for at least ten years and provided outstanding service during their time at Washburn. Dr. Stephenson then provided specific information regarding the efforts of the two persons nominated for such recognition, Jalen Lowry, Professor and Associate Dean for Student Affairs at the law school and Martin Wisneski, Associate Director and Head of Technical Services, at the law school library. Motion by Regent Nave and second by Regent Romero to award the designation of Emeritus to the nominees. Motion passed.

b. Eminentes Universitatis

Vice-President for Administration and Treasurer Luther Lee presented the item and stated five employees are being recognized for their longtime meritorious service. Nominees must have worked at Washburn for at least ten years and provided meritorious service to the University. Nominees are: Jeannie Cornelius, Director of Academic Advising; Rugena Hall, Assistant to the President; Donna McMurry, Office Coordinator for the Dean of the law school; Sue Palmer, Executive Assistant in the President's office; and Eric Showalter, Auto Collision Instructor at Washburn Tech. Motion by

Regent Dietrick and second by Regent Beck to award the designation of Eminentes Universitatis to the nominees. Motion passed.

2. Expenditures over \$100,000

a. New Softball Locker Room

Vice-President Lee presented the item and advised this item was originally bid in September 2021, but was not awarded. The item was re-bid in March 2023 and six companies bid on the project. Senne had the best overall bid and completion timeline. Vice-President Lee stated that \$175,000 will come from university sources and \$501,000 will come from private gifts. Motion by Regent Beck and second by Regent Sourk to approve the bid for the new softball locker room. Motion passed.

b. Campus Portal

Vice-President Lee presented the item and informed the Board that the current campus portal is used for many vital needs through our ITS department. Mr. Lee noted that the current contract expires and goes out of support in 2024. A committee from across campus was appointed to evaluate the best ways to use software and put together an RFP. Vice-President Lee stated the Committee evaluated and recommend Ellucian for many factors, including lowest annual cost for a 5-year agreement. Motion by Regent Dietrick and second by Regent Dicus to approve the contract with Ellucian for the new campus portal. Motion passed.

c. 1731 Plass Education Department Remodel

Vice-President Lee presented the item and explained this item is for remodeling the law clinic space after the clinic moves to new law school so the education department can move into the space. Mr. Lee stated this remodel will provide painting, carpeting and minor renovations to the space. Senne is recommended based on price and ability to meet timelines. Vice-President Lee noted the Board approved the project as part of capital projects approved in March, and the \$128,000 cost will be paid from the capital improvement funds. Motion by Regent Romero and second by Regent Dicus to approve the contract for remodeling the law clinic space. Motion passed.

d. 1731 Plass Fire Alarm Upgrade

Vice-President Lee presented the item and informed the Board that the current fire alarm system is having failures and replacement parts are hard to locate. Mr. Lee advised other buildings on campus have Johnson Controls fire systems in place on campus and want to integrate this system with the others so this qualifies as a sole source

vendor.

Responding to a question about the extent of the system being replaced, Vice-President Lee stated the replacement would be for the entire building. Motion by Regent Nave and second by Regent Dietrick to approve the contract to replace the fire alarm system in 1731 Plass. Motion passed.

e. Stoffer Science Building Automation System Upgrade

Vice-President Lee presented the item and stated the building automation system in Stoffer Science building needs upgrade and parts needed for repair are not available. Mr. Lee advised this will be a Trane system and Trane is a sole source vendor due to integration and compatibility with the campus wide system. This project was part of the capital projects approved by the Board in March.

Answering a question about life expectancy and upgrades to energy efficiency, Interim Director of Facilities Eric Moss responded the life expectancy for the system is about 10 – 12 years and it will be more efficient. Motion by Regent Sourk and second by Regent Romero to approve the contract to upgrade the Stoffer Science building automation system. Motion passed.

Regent Padilla arrived.

3. Washburn University New Scholarship Initiative

Dr. Mazachek presented the item and was excited to bring two scholarship initiatives to help students in Shawnee County be able to attend Washburn. President Mazachek spoke about how Washburn is intertwined with the Topeka and Shawnee County community, providing educational pathways and support to grow the workforce and the community creates internship and employment opportunities for our students.

Dr. Mazachek advised the first initiative is the Shawnee County Thrives Scholarship which would be awarded to residents of Shawnee County who graduated from a Shawnee County high school and attend Washburn University or Washburn Tech, subject to certain eligibility requirements.

President Mazachek advised that second initiative is called the Shawnee County Promise Scholarship. This scholarship would be awarded to any Shawnee County resident who graduated from a Shawnee County high school who attends Washburn University, and their household income is below a certain threshold. Dr. Mazachek said a similar Promise scholarship is already available to students at Washburn Tech. President Mazachek stated those students who meet the eligibility criteria would receive last-dollar tuition funding, meaning that they would pay \$0 for

tuition to attend Washburn University.

President Mazachek said that these scholarships will apply to both incoming and current students who are eligible.

Dr. Mazachek informed the Board that while they have not worked out the exact numbers, they will be provided as part of the budget approval at the June meeting. However, it was important to get the Board's approval on the matter at this time, so communications with prospective students for the fall could begin immediately about these new scholarships.

Regent Dietrick provided a summary of what was discussed in the Budget and Finance Committee meeting regarding the scholarship initiatives. Regent Dietrick advised the committee fully understood the costs and benefits of the scholarship initiatives and reviewed the scenarios presented. No monies will be expended until Fiscal Year 2024. Regent Dietrick stated committee members are confident in the data and forecasts presented by the administration and believe they will have an immediate impact on enrollment. Regent Dietrick said the committee did vote to recommend moving forward with this initiative.

Motion by Regent Dietrick to approve creation of the Washburn Shawnee Country Thrives Scholarships for Washburn and Washburn Tech and the Washburn Shawnee County Promise Scholarship; to authorize the administration to determine eligibility criteria for each scholarship; to implement these scholarships for the fall 2023 class; and to notify potential incoming and current students of the scholarships. Regent Padilla, Mayor of Topeka, stated he enjoyed the privilege of seconding the motion and this is not just good for Washburn but also for Topeka and the community. Motion passed.

Regent Nave commented about his excitement for Washburn being aggressive about bringing Shawnee county and Topeka students to Washburn.

Regent Sourk asked Dr. Mazachek to announce to the Board what was announced to the employees. Dr. Mazachek advised the employee benefit for tuition for dependents right now, Washburn pays 50% of the dependent's tuition, but that will change to Washburn paying 100% of the dependent's tuition starting in Fall 2023.

C. Purchases

VI. Next Washburn Board of Regents Meeting – Thursday, June 15, 2023 (4:00 – 6:00 PM)

Motion by Regent Beck and second by Regent Nave to adjourn the meeting.
Motion passed.

Meeting Adjourned 4:01pm.

Marc Fried
Secretary, Board of Regents