

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
October 24, 2019

I. Call to Order

Chairperson Hoferer called the meeting to order at 4:02 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

II. Roll Call

Present were: Mr. Beck, Ms. Buhler, Mayor De La Isla, Mr. Hoferer, Mr. Klausman, Mrs. Parks, Mrs. Sourk and Mrs. Van Etten. Mr. McGivern was not present.

III. Approval of Minutes of the September 30, 2019 meeting

It was moved by Regent Beck and seconded by Regent Parks to approve the Minutes of the September 30, 2019 meeting. Motion passed.

IV. Officer Reports

A. Chair's Report

Chair Hoferer said at the last meeting it was mentioned about a setback at the Indoor Athletic Facility. Investigation revealed that welding issues were the cause. A plan has been developed to address this issue moving forward at no additional cost to Washburn. The schedule for completion has been pushed back to later in the fall of 2020.

Mr. Hoferer said that Regent McGivern is not able to make the meeting today because of surgery. We wish him well and a speedy recovery.

B. President's Report

President Farley reported on the Indoor Athletic Facility, saying it was a substantial problem, and the contractor needed to make sure would be okay when completed and people were inside. Crossland, the contractor, was concerned and took it seriously. They began an investigation using a consultant to review the work. It was determined that some problems were inadequate welds, some had no welds at all, and some were how the installation was occurring. The track portion, which was being worked on, is now delayed, and beginning work on football field side of the building will start sometime next week. This will help reduce lost time on the schedule. Crossland is being very attentive and thorough and there should be no concerns about how the building will be constructed.

Dr. Farley said this is Homecoming week and there are lots of activities every single day. Monday night students had a dance where the top ten student candidates for being a “Top Bod” were announced to compete for the final two “Bods of Honor” to be announced at the football game.

President Farley talked about the annual Pitch contest, which is an opportunity to “pitch” an idea to develop into a business. It is judged by a panel of local business persons. This year’s winner was Abigail McCrory, a sophomore, who received \$8,000 to use to develop her idea. Her idea is to have a mobile coffee bar. Taylor Jacobsen took second prize of \$6,000, for his idea “The Grainshaker.” Third place of \$4,000 went to Chase Brill and Eliza Overbey for their idea for an app called “Porcelain Pursuit.” Jesus Gallegos took fourth place of \$2,000 for his pitch of a drone video-surveillance system. And Yuto Hirayama received \$1,000 for his idea to create online service to connect English language learners with English speakers.

Dr. Farley said that, in conjunction with Women in Science, during fall break we welcomed more than 275 seventh grade girls from around the county to Washburn to learn about different endeavors in science. Some of the students had never been on Washburn’s campus.

President Farley commented that if you were near campus last Saturday you may have noticed 10,000 people on our campus. They were here for the Kansas Bandmaster Association’s Marching Band competition. Many were students and families who were on Washburn’s campus.

Dr. Farley reported that the pass rate for Washburn first-time takers of the Kansas Bar exam was 92%, which surpassed the state average pass rate of 85%.

C. Committee Report(s)

1. Audit Committee

The Audit Committee item will be moved to an action item.

V. New Business

A. Consent Agenda

It was moved by Regent Beck and seconded by Regent Van Etten to approve the Consent Agenda. Motion passed.

As approved by action of the Board:

1. Liquidated Claims Approval – September 2019

2. Faculty/Staff Personnel Actions

Recruit vacant position Technical Instructor-Diesel at Washburn Tech effective October 24, 2019 at an annual salary of \$60,000.

B. Action Items

1. Approval of Audit Report

Regent Parks noted that the Audit Committee met just prior to the Board meeting and, after receiving a presentation by the auditors, moved to recommend to the full Board acceptance of the audit report as drafted. It was then moved by Regent Parks, and seconded by Regent Van Etten, to accept the Audit Report with no changes. Motion passed.

Vice President for Administration and Treasurer Chris Kuwitzky introduced the auditors, who made a brief presentation. They were engaged to perform an audit and expected to give a clean or unmodified report. Everything was good, although there were some minor findings that will be addressed by the administration.

Vice President for Administration and Treasurer Chris Kuwitzky gave a presentation on the Financial Highlights for the period ending June 30, 2019. Kuwitzky discussed the composite financial index, reporting that it dropped in 2015 due to the issuance of debt. This is similar to what is shown for debt service coverage (DSC) ratio and debt to income (DTI) ratio. He said next year he expects to see DSC up and DTI down. The Net position is solid and has been growing consistently over the past ten years. Revenues have grown 3.9% over the past ten years and .9% over the past five years. Sources of revenue show one-third of revenues in 2019 came from tuition and next highest source was local tax appropriations. Kuwitzky reported that diversity of revenues is positive and provides Washburn with flexibility. He then reported that expenses have increased only two percent over the same ten year period.

2. Roof Replacement for Washburn Tech Building A West

Vice President for Administration and Treasurer Chris Kuwitzky presented the item. He said the current roof is the one that was on the building when Washburn took over the facility. The roof is leaking, and needs replacement.

In response to a question about the item indicating that it is no bid, Kuwitzky explained that no bid means vendors were contacted but did not do a formal bid.

In response to another question about if this is the beginning of several more roofing projects at Tech, Kuwitzky deferred to Eric Just, Director of Facilities Services, who stated that several roofs were already replaced this year but more will be coming.

It was moved by Regent Sourk and seconded by Regent Parks to approve the agreement for roof replacement for Washburn Tech Building A West. Motion passed.

3. CourseLeaf Engagement

Vice President for Academic Affairs JuliAnn Mazachek presented the item, noting that the Board previously approved an agreement with CourseLeaf to be more efficient in creating the course catalog. This agreement will modify and make more efficient the creation, editing and managing course and program proposals. Dr. Mazachek stated that this project will make information more available and also free up time of employees to work on other tasks.

In response to question if there will be more modules, Dr. Mazachek responded not right away but maybe later.

In response to another question regarding what graduation requirements apply when the catalog changes during a student's time at campus, Dr. Mazachek said that the student is given a choice as to which requirements.

In response to a question about efficiency, Dr. Mazachek answered that when a change is made in one area, it will make the change in other related documents so it will keep everything current and use less work to do so.

It was moved by Regent Buhler and seconded by Regent Parks to approve the agreement with CourseLeaf. Motion approved.

4. EAB Global Research Partnership with Academic Performance Solutions Decision Platform

Vice President for Academic Affairs JuliAnn Mazachek said this partnership will allow Washburn to leapfrog in our efforts to be more efficient and gather data to use in decision-making. We currently belong to four of the ten modules of EAB. One example of past success was in math pathways, where Washburn used information to develop a plan and implement at least one year earlier than before. This agreement is for a five-year contract to continue to use EAB resources. Option to cancel without penalty halfway through. This involves money already in the budget, but contract will result in savings over the five years of agreement versus the previous cost for one year.

It was moved by Regent Buhler and seconded by Regent Van Etten to approve the agreement with EAB. Motion passed.

5. Retirement Plan Investment Advisor Services

Vice President for Administration and Treasurer Chris Kuwitzky said Washburn has three different plans. One is a defined contribution plan with 1,800 participants, half of which are active employees. Two other voluntary plans are used by a number of employees. The benefits committee sought to find an outside advisor to assist with regulatory compliance and also to get the best return for our participants. Twelve entities bid on the project and four were brought to campus to interview. At the end of the process, the benefits committee recommended Infinitas to serve as the advisor.

Infinitas will serve as a co-fiduciary with Washburn in managing plans. They will also be available to assist individual participants as desired. They will meet quarterly with Washburn staff to review investment performance to reduce fees and increase return. It is designed to provide better outcomes for our participants. Over \$240 Million are in the plans, so if we can improve earnings by 1%, that change results in an additional \$2.4 Million. The cost for their services is \$34,000. The engagement is for five years.

In response to a question about them willing to meet with employees, Mr. Kuwitzky stated the company will have time scheduled on campus as well as by phone.

In response to a question about lowest bid but wide variance in the bids, Mr. Kuwitzky stated that some of those companies were much larger and so their cost structure was higher.

In response to a question about other clients served by Infinitas, Mr. Kuwitzky responded that he will get a list but Infinitas lists eight other customers of similar size to Washburn.

It was moved by Regent Parks and seconded by Regent Beck to approve the contract for retirement plan investment advisor services. Motion passed.

6. Sophos Intercept X Antivirus Software

Vice President for Administration and Treasurer Chris Kuwitzky said this is an anti-virus software which is already on campus, but is an extension of service. This is a four-year agreement.

In response to question about coverage, Mr. Kuwitzky noted that it will cover all computers.

It was moved by Regent Buhler and seconded by Regent Parks to approve the purchase of the software. Motion approved.

7. Multicultural Resource Center & MacVicar Room Renovation

Vice President for Student Life Eric Grospitch said several pillars of the Strategic Plan involve inclusion. Approximately 30% of the population identifies as persons of color. In conversation with students last spring, they would like a place to gather and engage with each other. This space will be created in the basement area in the Union where other student offices are located. There are three bids, and Mohan Construction, a local company, was the low bidder. Construction will involve moving some non-student offices to a different location in the Memorial Union.

In response to a question if this project is something that came from the town hall meeting last spring, Dr. Grospitch indicated that it was. It was moved by Regent Parks and seconded by Regent Van Etten to approve the contract for construction for Renovation to create the Multicultural Resource Center. Motion passed.

A video presentation prepared by Washburn Tech about Washburn Tech East was shown. Production was led by Dean Gary Bayens and Lori Hutchinson, who worked with GIZMO, a Topeka company.

It was moved and seconded to adjourn. Motion passed. The meeting adjourned at 5:03 p.m.

/s/

Marc Fried
Secretary, Board of Regents