

**WASHBURN UNIVERSITY OF TOPEKA**  
**BOARD OF REGENTS**  
**MINUTES**  
**October 20, 2022**

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**I. Call to Order**

Chairperson Buhler called the meeting to order at 4:08 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

**II. Roll Call**

Present were: \*Mr. Beck, Mrs. Buhler, Mr. Dicus, Mr. Dietrick, Mr. Hulse and Mrs. Sourk.

\* Participated via Zoom protocol.

**III. Approval of Minutes of the September 15 and October 5, 2022 meetings**

It was moved by Regent Beck and seconded by Regent Hulse to approve the Minutes of the September 15 and October 5, 2022 meetings. Motion passed.

**IV. Officer Reports**

**A. Chair's Report**

Chairperson Buhler noted that it is Homecoming this week.

Ms. Buhler stated that the Theatre is presenting a show written by a Washburn alum.

Chairperson Buhler said that the campus has been busy and vibrant campus so far. Other events include hosting the Kansas Literature Festival and the high school bands music festival.

Ms. Buhler then introduced Greg Greenwood, Chairperson for the presidential search committee. Mr. Greenwood advised that there is great interest in the position and recruiting is continuing. Everything is on track per the schedule.

Chairperson Buhler thanked Vice Chairperson Dietrick for covering at the last meeting on short notice.

**B. President's Report**

President Meek introduced Danielle Dempsey-Swopes, Director of Diversity and Inclusion, and Dr. Kelly Erby, Professor of History and Assistant Dean in the

College of Arts and Sciences, who hosted the Michael Tilford Conference on Diversity and Inclusion on October 6-7. Ms. Dempsey-Swopes thanked Chartwells and the facilities staff for their work in making the conference successful. Ms. Dempsey-Swopes noted that Dr. Tilford, Dean at Wichita State University, passed away in 1996 and this conference was named after him. The Tilford Conference is a Kansas Board of Regents (KBOR) program that moves from campus to campus. This was Washburn's first time to host. Goals for the event were exceeded with 368 registrants and 337 actual participants on campus. The conference consisted of 37 workshops and presentations.

Dr. Erby stated that 30 Washburn faculty and staff presented in those 37 workshops, including 10 undergraduate students. Dr. Erby informed the Board that Washburn will host the conference again next year and everyone is invited to attend.

Mr. Meek informed the Board that last Friday was Junior and Senior day, hosting prospective students on campus.

President Meek advised that on Monday, 275 seventh graders were on campus participating in Women in Science Day.

Mr. Meek stated that Fall enrollment numbers are out and overall, Washburn's numbers were down. Mr. Meek then introduced Interim Executive Director of Enrollment Management and Dean of Student Success, Dr. Alan Bearman to speak more about Washburn's efforts on enrollment.

Dr. Bearman noted that nationally undergraduate enrollment dropped 1.9%. Our trend is different in part due to graduating more students. Washburn is retaining around 70% of its students from first year to second year. Dr. Bearman stated that when he began as Dean of Student Success, the retention rate was around 50%. Additionally, since the student success program began, the graduation rate has increased from approximately 30% to 50%. Enrollment numbers from this fall that are encouraging include first time freshman grew by 14% and full-time student headcount was up 3%.

Dr. Bearman informed the Board about a meeting held earlier in the week on financial aid optimization to help develop the most competitive way to award financial aid. Dr. Bearman then mentioned the story Washburn can tell from the U.S. News & World report: we're number 1. Washburn was also ranked 5<sup>th</sup> of comparable schools in the lowest amount of debt students had when graduating. Dr. Bearman noted that he was a first generation student and Washburn's student body is almost 50% first generation students. Dr. Bearman advised that enrollment management will be focusing on a holistic approach from first contact through graduation. He said he was impressed with the staff in the recruiting department. Dr. Bearman concluded by informing the Board that Ichabod Senior day is next Friday for those high school seniors already admitted and it will be an opportunity to close the deal.

## **C. Committee Report(s)**

### **1. Audit Committee**

Committee Chair Hulse reported. Mr. Hulse advised that at the earlier meeting, the committee heard a report on the draft audit for Fiscal Year 2022. Mr. Hulse noted that the report was very good and the committee voted to accept the report. If there are any significant changes, the auditor will come back and advise the Board.

## **V. New Business**

### **A. Consent Agenda**

It was moved by Regent Sourk and seconded by Regent Dietrick to approve the Consent Agenda. Motion passed. As approved by action of the Board:

#### **1. Liquidated Claims Approval – August 2022**

#### **2. Faculty/Staff Personnel Actions**

Christopher Mullins, full-time technical instructor-electrical, effective November 1, 2022 to an annual salary of \$56,000; Leo Martinez, part-time technical instructor-electrical, effective November 1, 2022, to an annual salary of \$27,340; Deborah Altus, Professor/Chair Family & Human Services, effective retroactive to August 1, 2022, to an annual salary of \$97,833; and, Dawn Yarnell, senior administrative assistant, effective October 30, 2022 to an annual salary of \$26,790.

### **B. Action Items**

#### **1. Fiscal Year 2022 External Audit Report**

As most of the Board members were present for the Audit Committee meeting and Regent Hulse reported previously during the committee reports, the Board took no further action.

#### **2. Academic Programs**

##### **a. Certificate Change and Addition of Degree – Associate of Applied Science (A.A.S.) in Early Childhood Education**

Vice President for Academic Affairs Laura Stephenson presented. Dr. Stephenson advised the Board that the original items in the board book sought approval for both a certificate and an associate's degrees. They are not ready to move forward on the AAS at this time but will proceed on the certificate. This will be an additional certificate C which will involve more hours and address demand after working with community advisors. The new certificate program would begin in the fall of 2023.

In response to a question about early childhood enrollment, Vice President Stephenson advised that current enrollment is 30 students. The hope is to grow the enrollment with this additional certificate. It was moved by Regent Dicus and seconded by Regent Dietrick to approve the new certificate in Early Childhood Education. Motion passed.

**b. Certificate Change and Addition of Degree – Associate of Applied Science (A.A.S.) in Welding Technology**

Vice President for Academic Affairs Laura Stephenson presented. Dr. Stephenson noted this is the same as item a. in that approval is only being sought for the certificate program at this time. The certificate program will help with the fast track welding programs and align the certificate programs with national standards. It was moved by Regent Sourk and seconded by Regent Dicus to approve the new certificate program in Welding Technology. Motion passed.

**3. Expenditures over \$50,000**

**a. PlayPosit Renewal**

Vice President for Academic Affairs Laura Stephenson presented the item. This is software that coordinates with our D2L online learning platform. Dr. Stephenson noted that the software has already proven its worth. This is a three-year contract and the first year has already been paid.

Responding to a question about where this purchase fits in the budget, Dr. Stephenson advised that payment will come from the general fund. It was moved by Regent Dicus and seconded by Regent Hulse to approve the PlayPosit contract renewal. Motion passed.

**b. EAB Student Success Collaborative (Navigate) – single invoice**

Vice President for Academic Affairs Laura Stephenson presented the item. At the May meeting, the Board approved a contract with EAB for a number of services, including Navigate that will begin in 2023. This has been a critical piece in helping with student retention. It allows for communication with students having problems with classes, advising and campaigns for various students. Prior to the May agreement, Navigate was billed in a separate invoice and this is the last year of that multi-year agreement for just Navigate. This is for approval for this year's payment of \$146,604. The amount is budgeted in general funds. It was moved by Regent Hulse and seconded by Regent Dietrick to approve the payment for the second year of the Navigate contract. Motion passed.

**c. Law School Building – Corner Water Feature**

Vice President for Administration and Treasurer Luther Lee presented the item. This item is for signage and water feature at the corner of 21<sup>st</sup> and Washburn. Signage will be consistent with other signage on campus. Mr. Lee advised that only one response was received to the RFP and the bid is less than the anticipated cost by Stantec. Funding for this comes from the Law School project and was in the original budget.

In response to a question about if the signage is the same on all four corners, Mr. Lee stated that it is not exactly the same but is but is similar. It was moved by Regent Sourk and seconded by Regent Hulse to approve the contract for the Corner Water Feature. Motion passed.

**c. Law School Library Thomson Reuters**

Vice President for Administration and Treasurer Luther Lee presented the item. This item is a renewal of digital subscription services. It is a sole source contract and is in the budget of the law school.

Responding to a question about if there are other digital services as well, Mr. Lee deferred to Martin Wisneski, assistant director for the Washburn Law Library. Mr. Wisneski stated the law school also provides LEXIS/NEXIS and will be purchasing a number of ebooks for students studying third year anywhere. Mr. Wisneski noted that the law school also has access to Westlaw. It was moved by Regent Dietrick and seconded by Regent Beck to approve the contract for Thomson Reuters digital subscription. Motion passed.

**e. Mulvane Art Building – HVAC Remodel Project**

Vice President for Administration and Treasurer Luther Lee presented the item. This item is the next step in the process to correct the HVAC leaking in the Mulvane Art Building. The Board approved the first step at the September meeting. Mr. Lee advised that two bids were received and staff met with both bidders, discussing timelines and getting work to fit with the architecture of the Mulvane. The cost will not exceed \$170,000, and could be as low as around \$150,000, depending on finishes selected. It was moved by Regent Hulse and seconded by Regent Dicus to award the design services contract to Bartlett & West. Motion passed.

**4. Changes to Statutory Language for Appointment of Board Members**

General Counsel Fried presented. The issue arises from the language in the statute that says the three appointments to the Board by the Mayor are to come from the three state senatorial districts, which are identified as the 18<sup>th</sup>, 19<sup>th</sup> and 20<sup>th</sup> districts. With the recent redistricting, there are now four state senatorial districts, so the language needs to be revised. Fried noted that originally, the thought was that keeping any change as close to the original statutory language

would be preferred, and with the change in population for each district, one possibility would be to have the 18<sup>th</sup> and 3<sup>rd</sup> districts be combined to represent one of the three appointments, with the 19<sup>th</sup> and 20<sup>th</sup> represented by the other two appointments. After speaking with John Pinegar and Doug Smith, lobbyists for the University, the thought is now to use the statutory language for determining school board districts as the guide for the new language. That language would require the districts to be created as equal in population as practicable and if after a new census report, any district would change by 5% or more from the average of the three districts, then a redistricting would occur to even the population.

In response to a concern raised that this language would copy one of the Topeka area high school districts, John Pinegar advised the Board the statutory language would serve as a template for the revised language. It would not be the actual language from any one school board's districting plan.

Mr. Pinegar inquired if there would be any objection to him requesting the Revisor of Statutes to draft some language using the school board statute as a template for the proposed revision to the statute and no objection was indicated.

Regent Hulse left the meeting at 4:59 p.m.

### **C. Presentation(s)**

#### **1. WSGA: Introduction and Projects Overview**

Shayden Hanes, President, and Quinn Leffingwell, Vice President, for Washburn Student Government Association (WSGA), presented to the Board. They advised that WSGA was working on strengthening relationships between the student organizations. One of the strategies to support this goal was creating the presidents' roundtable where representatives from the various student organizations would meet and discuss issues. They also noted that meetings have occurred with the administration to plan for an increase in student worker minimum wage. Another initiative being considered is providing hygiene products for students as they are expensive. Funding for the student organizations comes from the \$55 student fee. WSGA also provides grants to students for research and development, and they are not required to be member of a student organization.

Responding to a question about if the current fee is sufficient, Ms. Hanes stated that they are looking at if there should be proposed increase fee.

#### **2. Engaging Our Students: Weeks of Welcome and Beyond**

Vice President for Student Life Eric Grospitch presented to the Board. He said Homecoming has changed a lot. There has been more activity so far this week than we have had in the last few years. A new event this year is painted boards along the pathway from the Memorial Union to Lincoln Hall.

Dr. Grospitch introduced his leadership staff. Dr. Teresa Klounch Associate Vice President for Student Life and Dean of Students; Assistant Dean of Students and Director of Residential Living Molly Pierson; Isaiah Collier, Director of Student Involvement and Development; Dr. Tiffany McManis, Director of Student Health; Kent McAnally, Director of Career Services; and Danielle Demspey-Swopes, Director of Diversity and Inclusion. Dr. Grospitch then discussed various theories around addressing and meeting the needs of our students.

During this presentation, Regent Beck disconnected from Zoom and did not rejoin the meeting.

#### **VI. Executive Session**

As a result of Regent Beck leaving the meeting, there was not a quorum to continue, so no executive session was held.

It was moved and seconded to adjourn. Motion passed. The meeting was adjourned at 5:28 p.m.

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Marc Fried  
Secretary, Board of Regents