

**WASHBURN UNIVERSITY OF TOPEKA**  
**BOARD OF REGENTS**  
**MINUTES**  
**June 13, 2024**

**I. Call to Order**

Chairperson Buhler called the meeting to order at 3:31 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

**II. Roll Call**

Present were: Regent Buhler, Regent Dicus, Regent Dietrick, Regent Fisher and Regent Sourk.

Present by Zoom: Regent Romero

**III. Reports**

**A. Chair**

Chair Buhler congratulated everyone on a great year and wonderful Commencement ceremonies. The Board will hold their Retreat on July 23 and will be covering governance, the university master plan, results from the employee survey and receive a campaign update.

Chair Buhler offered congratulations to Regent Nave on being reappointed to the Board of Regents by the Mayor. She thanked Washburn for letting her serve as the Chair these past two years. She noted it was an honor to serve Washburn during a very important time.

**B. President**

President Mazachek noted over 1,000 students participated in Commencement ceremonies held on campus. The planning committee for Commencement implemented a new format for the ceremonies. The Law School processed from their new building to White Concert Hall.

President Mazachek shared the 2024 state championship for Skills USA competition was held late April in Hutchinson. Tech students worked against the clock and each other, proving their expertise in occupations such as automotive refinishing, cabinetmaking, culinary arts and welding fabrication. Students from Washburn Tech won a total of 48 medals at the state competition, including 26 gold medals, 10 silver medals and 12 bronze medals. Washburn Tech will have 29 students competing at the National Conference June

24-28. The President also recognized one of our accounting students who won the Elijah Watts Award for scoring the highest score in Kansas on the CPA exam.

President Mazachek asked Loren Ferre, Athletic Director, to share the success Washburn athletics experienced this past year.

Mr. Ferre shared it was the most successful year in Athletics since he came to Washburn. They finished 25<sup>th</sup> in the Learfield Director's Cup out of 304 Division II schools and 4<sup>th</sup> in the MIAA Commissioner's Cup (highest finish ever). Nine of our sixteen teams qualified for the NCAA post-season. Women's Soccer won the conference and were national finalists, finishing 2<sup>nd</sup> in the country. Men's Cross Country finished 2<sup>nd</sup> in the conference. Men's Tennis were MIAA Conference Champions, won the MIAA tournament and made it to the sweet sixteen in the national tournament. Women's Tennis finished 2<sup>nd</sup> in the conference and made it to the sweet sixteen in the national tournament. Men's and women's outdoor track and field finished 3<sup>rd</sup> in the conference. Softball made it to the NCAA tournament. Washburn had 24 athletes named All-Americans. Most impressive, Washburn athletes had a grade point average of 3.38 with 70% of our student athletes with a 3.0 or better.

(Regent Nave joined the meeting at 3:38 p.m. by Zoom.)

President Mazachek shared enrollment is breaking records this year with New Student Orientation's (NSO) recording some of the highest attendances in some time. Tomorrow's NSO has 205 students enrolled for an all-time high on campus. The President noted they are making plans to expand housing on campus and will provide more communication soon on other options. The President is excited about the future and thrilled students are choosing Washburn University.

## **C. Reports**

### **1. Budget/Finance Committee**

Regent Dietrick will report on this during the action item.

### **2. Nominating Committee**

Regent Romero will report on this during the action item.

### **3. Audit Committee**

Chair Buhler shared the Audit Committee met on July 11<sup>th</sup> and received a report from Kaleb Lilly, Audit Partner with Rubin Brown. Mr. Lilly shared the work that will be performed by Rubin Brown includes a Financial Statement audit, preparation of Single Audit for federal programs and awards, Audit of the Financial Statement for KTWU, and preparation of the IRS Tax Form 990-T. Mr. Lilly noted the engagement planning and preliminary fieldwork has already

started. He will provide an update on how the engagement is progressing. If there are any questions or items you want to discuss, feel free to reach out to him directly.

#### **IV. New Business**

##### **A. Consent Agenda**

Motion by Regent Dicus and seconded by Regent Dietrick to approve the consent agenda. Motion passed.

- 1. Approval of the Minutes of the May 2, 2024, Meeting**
- 2. Proposed Washburn University Board of Regents' Meeting Dates for 2024-25**
- 3. Fiscal Year 2025 Public Rate and Public Budget – Publish Notices of Hearings**

##### **B. Action Items**

###### **1. Nomination of Board Officers and Special Officers**

Regent Angel Romero presented this item and thanked Chair Buhler for the diligent leadership she provided for Washburn.

Regent Romero shared that by virtue of the roles they serve on campus, the Nominating Committee continues to recommend Marc Fried as Secretary, Luther Lee as Treasurer, and Cynthia Holthaus as Assistant Secretary. The committee discussed the role of Chair. Based on Regent Dietricks experience serving as Vice Chair and closely working with Chair Buhler the past two years, as well as his wealth of experience and dedication to Washburn, the committee recommends John Dietrick as Chair of the Board. The committee also recommends Jennifer Sourk to serve as Vice Chair. Regent Sourk has served on the Board for a long time, has a wealth of experience and continually shows support and commitment to Washburn.

Motion by Regent Romero and seconded by Regent Dicus. Motion passed.

###### **2. Eminentes Universitatis**

Vice President Luther Lee presented this item and noted the university awards the designation Eminentes Universitatis to long-term employees who meet the requirements. Today the university is recognizing Debi Schrock. Ms. Schrock joined the staff at Washburn Law in 1998 as the Managing Director of Administration for the Law Clinic. She played a significant role in creating the Swearing-In Ceremony for clinic interns. Debi received the William O. Douglas

Staff Member of the Year award in 2023-2024 which is voted on by the 3L class and has assisted with mentoring over 1,250 law students.

Motion by Regent Sourk and seconded by Regent Fisher. Motion passed.

### **3. Fiscal Year 2025 Operating Budget**

Regent Dietrick, Chair of the Budget Committee, shared the committee met earlier today. The committee has met with administration four times over the past year to provide input and review the process.

Regent Dietrick reported the overall operating budget includes the Washburn University and Washburn Tech general fund, Residential Living operations, and Memorial Union and Auxiliary Operations. Key assumptions used in developing the budget included growth of enrollment, tuition increases, increased demand for on-campus housing, salary program of 2.5% along with some market adjustments, increase in minimum wage to \$14 per hour, merit scholarship initiatives, added Women's Golf program, funding for professional development, and allowing for inflationary costs.

Regent Dietrick noted after careful review and consideration, the Budget Committee unanimously recommends the FY25 Budget proposal to the Board for approval.

Motion by Regent Dietrick and seconded by Regent Sourk. Motion passed.

### **4. Nursing (ADN) AA Degree**

Provost John Fritch presented this item.

(Regent Romero left Zoom at 3:56 p.m.)

Provost Fritch shared the Associate of Applied Science Degree in Nursing (ADN) program will confer the Associate of Applied Arts degree through Washburn Tech. This degree will help fill a need for the demand for more nurses in the region. The ADN aligns closely with our strategic framework. A key component is the development of our integrated healthcare programs. This program fills a void in those programs by creating a path for students from the LPN to the RN to the BSN to the DPN. The university is aware that currently students opt to go to other schools which offer the ADN.

Provost Fritch noted this will be Washburn Tech's first AAS degree. Dean Scott Smathers was critical in leading this process with the Kansas Board of Regents. Delivering this program through Tech is critical as it allows the university to become eligible for Tiered Funding from the State of Kansas.

Provost Fritch thanked Dean Jane Carpenter and Dean Scott Smathers for their extensive work on this program.

Motion by Regent Dietrick and seconded by Regent Fisher to approve the new program. Motion passed.

**5. Contracted Services with Pinegar, Smith and Associates, Inc.**

Cynthia Holthaus, Chief of Staff, reported this item and shared the University has been contracting with Pinegar, Smith and Associates for 14 years. Their work on behalf of Washburn is exceptional and is a key factor in the university's financial stability and institutional success. This year, their diligence in recognizing Washburn was inadvertently left off a bill was crucial. Their knowledge of the process and their ability to swiftly correct the oversight was huge. Ms. Holthaus also noted the terms of the contract end in July. Next year the contract will align with our fiscal budget and will cover a full 12 months.

Motion by Regent Dicus and seconded by Regent Sourk. Motion passed.

**6. EAB Financial Aid Optimization, Freshman and Transfer**

Vice President Alan Bearman presented and shared the consulting services EAB provides is invaluable. It supports and ensures our financial aid policy is aligned with the institutional mission, goals and recruitment strategies. In addition, with the changes to FAFSA, the consulting part has been critical while allowing Washburn staff time to focus on students and their families. This contract will be renewed for three years, and the university anticipates they will see results in enrollment due to these services.

Motion by Regent Fisher and seconded by Regent Dietrick. Motion passed.

**7. Mabee Renovation Project - CMAR**

Vice President Luther Lee presented this item and reported this project will allow for the relocation of the School of Applied Studies from Benton to Mabee. The project will update classroom lab spaces and offices. Washburn issued an RFP for the Construction Manager at Risk (CMAR) firm for the project. Proposals were received from four CMAR firms. They were evaluated by a university committee based primarily on the team members, their experience on similar projects, and the cost of their services. The university recommends MCP Build of Topeka be awarded the CMAR contract for this project.

Motion by Regent Buhler and seconded by Regent Dicus. Motion passed.

## **8. Falley Field and Fan Activation Zone**

Vice President Luther Lee presented this item and noted to further enhance Washburn's Athletic facilities, artificial turf is being added to two locations on campus. Washburn seeks to replace the natural grass in the Falley Field outfield and create a Fan Activation Zone recreational turf field west of Gahnstrom Field. The artificial turf in the outfield will help address weather related issues with the field. The Fan Activation Zone will be used for gameday activities, kids' camps, and intramural use. Washburn engaged with Mammoth Construction to provide designs and construction documents for this project. Funding for this project is being provided entirely by private funds. The recommendation is to approve the awarding of a contract to Mammoth Construction for Falley Field turf and the Fan Activation Zone.

Motion by Regent Dicus and seconded by Regent Sourk. Motion passed.

## **9. Campus Phones**

Vice President Luther Lee presented this item and reported the university currently uses Skype for Business. This product reached its end of life in 2022. The university is currently utilizing support provided under the Extended End Date which will end on October 14, 2025. There will be no support or updates at that time. In addition to the impending support and security concerns with this product, the university has also experienced hardware and software issues.

Vice President Lee shared the university worked with Converge I which is on a State of Kansas contract. Funding for the new phone system will come from 2024 technology funds and from KanREN funds. Maintenance and annual services will be paid from existing ITS general operating funds. The university recommends awarding the project to Converge I.

Motion by Regent Sourk and seconded by Regent Dicus. Motion passed.

## **V. Next Meeting Date(s)**

**A. Board Retreat – July 23, 2024**

**B. Board of Regent Meeting – September 12, 2024**

## **VI. Executive Session**

Chair Buhler moved at 4:10 p.m. that the regular session of this meeting be recessed immediately following a 5-minute break into executive session for 15 minutes to discuss personnel matters of non-elected personnel. Regent Sourk seconded. Motion passed. The executive session began at 4:15 p.m. The meeting reconvened at 4:30 p.m.

## **VII. Adjournment**

Regent Fisher moved the meeting to be adjourned and was seconded by Regent Nave. The meeting was adjourned at 4:31p.m.

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Cynthia Holthaus  
Assistant Secretary, Board of Regents