

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
March 23, 2023

I. Call to Order

Chairperson Buhler called the meeting to order at 3:02 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

II. Roll Call

Present were: Mr. Beck, Ms. Buhler, Mr. Dicus, Mr. Dietrick, Mr. Hulse, Mr. Nave, Mr. Padilla, Mr. Romero and Mrs. Sourk.

III. Approval of Minutes of the February 2 and March 2, 2023 meetings

Motion by Regent Romero and second by Regent Dicus to approve the Minutes of the February 2 and March 2, 2023 meetings. Motion passed.

IV. Officer Reports

A. Chair's Report

Ms. Buhler announced the Board participated in a budget workshop with the administrative team to kick off the budget process. Two more meetings are scheduled with the Budget and Finance committee.

Chair Buhler said the AGB (Association of Governing Boards) conference is coming up for the board members and some of the administration team. Ms. Buhler is looking forward to learning more information to bring back to Washburn.

B. President's Report

President Mazachek stated her appreciation that all of the board members were in attendance because today is so important with the approvals for promotion and tenure.

Dr. Mazachek informed the Board that the bill to reset the districts for the City of Topeka appointees to the Board passed in the House and will be voted on in the Senate today and is expected to pass.

President Mazachek then presented her Campus of the Future plan, outlining plans for remodeling, construction and tearing down buildings to provide a better learning and teaching experience at Washburn. Dr. Mazachek noted that several years before, Washburn went through exercises with an architectural firm that led to what is being presented today.

Dr. Mazachek stated the plan is conceptual and more conversations will be necessary. She is planning a series of town halls on campus in April for students, faculty and staff to provide input.

President Mazachek advised she expects it will take seven years to complete this plan.

V. New Business

A. Consent Agenda

It was moved by Regent Sourk and seconded by Regent Dietrick to approve the Consent Agenda. Motion passed.

1. Liquidated Claims Approval – January 2023

2. Faculty/Staff Personnel Actions

Unpaid leave of absence for academic year Fall 2023 granted to Burke Griggs, School of Law;

3. Washburn University Policy, Regulations, and Procedures Manual – Section D. Classification and Compensation Policy

Changes to the Washburn University Policy, Regulations, and Procedures Manual – Section D. Classification and Compensation Policy;

4. Washburn University Policy, Regulations, and Procedures Manual – Section A. Alcoholic Liquor and Cereal Malt Beverage - pulled

Changes to the Washburn University Policy, Regulations, and Procedures Manual – Section A. Alcoholic Liquor and Cereal Malt Beverage; and,

5. Washburn University Policy, Regulations, and Procedures Manual – Section A. Behavioral Assessment

Changes to the Washburn University Policy, Regulations, and Procedures Manual – Section A. Behavioral Assessment.

B. Action Items

1. Emeriti

Interim Vice-President for Academic Affairs Laura Stephenson presented the item. Dr. Stephenson stated this and the next item are some of the most exciting items each year to recognize our faculty. Interim Vice-President Stephenson told the Board emeritus status is a way to recognize the years of service by faculty who are retiring. Faculty recommended for emeritus status are: Karen

Barron – English; Susan Maendele – Nursing; Cecil Schmidt – Computer Information Sciences; and Sharon Sullivan – Theater and Women’s and Gender Studies. Motion by Regent Beck and second by Regent Padilla to award emeritus status to the recommended faculty. Motion passed.

2. Tenure and Promotion Recommendations

Interim Vice-President for Academic Affairs Laura Stephenson presented the item. Tenure and promotion is a lengthy process beginning at the department level starting with an evaluation of teaching, research and service. Dr. Stephenson noted these are some of the most important decisions made at the University.

Dr. Stephenson presented the following faculty as recommended for tenure and promotion to Associate Professor are Sheri Cook-Cunningham – music; Andy Farkas – English; Kristen Grimmer – Mass Media; Rick Hine – Philosophy; Jason Miller – Anthropology; Matthew Nyquist – Mass Media; Kwok-Pong “Bobby” Tso – Art; Stacy Conner – Family and Human Services; Beth O’Neill – Social Work; Michelle Watson – Criminal Justice; and Akhadian Harnowo – Business. Law school faculty recommended for tenure and promotion to Professor are Michelle Ewert, Marsha Griggs and Thomas Sneed.

Interim Vice-President Stephenson presented the following faculty as recommended for promotion to Professor are Seid Adem – Chemistry; Kara Kendall-Morwick – English; Michael McGuire – Psychology; Melanie Worsley – Criminal Justice; and Pamela Schmidt – Business.

Motion by Regent Sourk and second by Regent Nave to award tenure and/or grant promotion to the recommended faculty. Motion passed.

3. Faculty Senate Constitution Revision

Interim Vice-President for Academic Affairs Laura Stephenson presented the item. Faculty Senate is representative body for faculty and is the foundation of the shared governance process at Washburn. Bylaws for the Faculty Senate require approval by Board for changes in the document. Dr. Stephenson introduced Dr. Erin Grant, Associate Professor Criminal Justice, to present.

Dr. Grant noted that no significant changes have been made to the bylaws since created in 2005. Dr. Grant advised that the review process began in 2017, was slowed by COVID, but then started up again. Some highlights of the proposed changes include adding representation for faculty that don’t have a home in any particular department and improved processes for transitioning new members on to Senate to ensure proper representation.

In response to a question if other changes are coming, Dr. Stephenson indicated there might be some changes if the faculty handbook changes. Motion by Regent Beck and second by Regent Romero to approve the recommended changes to the Faculty Senate Constitution and revoke the previous language. Motion passed.

4. Vice President for Strategic Enrollment Management and Dean of Student Success and Libraries

Dr. Mazachek presented and advised the Board that Dr. Alan Bearman has been working in interim role as Executive Director Enrollment Management since October 2022, while maintaining duties as Dean of Student Success, a position he has held since 2010. Dr. Bearman has done a great job in managing both roles. President Mazachek is recommending that the interim label be removed and the two separate duties be joined into one position for a more holistic approach to students, from when they first contact Washburn about interest in attending through education attainment. Motion by Regent Dietrick and second by Regent Beck to approve Dr. Bearman being appointed to the newly created position of Vice-President for Strategic Enrollment Management and Dean of Student Success and Libraries. Motion passed.

Responding to a question about where Dr. Bearman's office will be located, Dr. Mazachek indicated that is being evaluated.

5. Washburn University Policies, Regulations, and Procedures Manual – Section B. Recruitment and Employment

Vice-President for Administration and Treasurer Luther Lee presented the item. Mr. Lee noted that it is more difficult to hire and retain employees. While Washburn has been making changes to improve circumstances to hire and retain employees, so are our competitors. Vice-President Lee advised that recently west coast employers contacted our employees to work for them but the employees would be allowed to maintain their residence in Topeka. Current policy requires Board approval if a salary is more than 10% difference in budget. Mr. Lee said that the proposed change would allow President to make all hiring decisions except for President and Vice-Presidents. This change would allow Washburn to respond in a more timely fashion when in the best interests of Washburn.

In response to a question about Board oversight, Mr. Lee noted that is being done by President. Vice-President Lee also noted that changes in salary would be evaluated through human resources and other administrative channels. Mr. Lee added the Board would still establish salary programs through the budget, and the proposal would allow for changes in the middle of the year.

Responding to a question about how the budget will work differently, President Mazachek answered that the budget will still have one pool of money for salaries and the University would continue to be obligated to stay within that pool. Motion by Regent Sourk and second by Regent Hulse to approve the amendment to the Board policies regarding Board approval for hiring of the President and Vice-Presidents. Motion passed.

Regent Hulse exits the meeting at 3:54 p.m.

6. Capital Projects and Equipment from the Debt Retirement and

Construction Fund and Washburn Tech Capital Outlay

Vice-President for Administration and Treasurer Luther Lee presented the item and told the board this is the annual capital projects approval. Mr. Lee noted the University undertakes this annual capital project process so projects can be scheduled in advance. The projects are fully funded from the previous years' funding received through the 3 mil fund for capital projects. Vice-President Lee informed the Board that an extensive process is followed by a committee to vet the requested projects to determine priorities and selection, considering such factors as health, safety and urgent need. Mr. Lee said that the items will be bid according to university rules and procedures, and if any such bid exceeds \$100k, that item will come to the Board for approval. The total amount of the capital, equipment, technology and Washburn Tech capital projects total \$5,361,863.

Motion by Regent Beck and second by Regent Dietrick to approve the proposed capital projects, equipment and technology purchases and Washburn Tech capital outlay. Motion passed.

7. Veterans Memorial Monuments

Vice-President for Administration and Treasurer Luther Lee presented the item. Mr. Lee noted that at the May 5, 2022, Board meeting, the Board approved a new Veterans Memorial Project at an anticipated budget of \$200,000. Final project costs came in at \$261,838, with a number of factors leading to the cost increase. Vice-President Lee advised the additional costs, along with the original \$200,000 budget, will be covered by private funds. Motion by Regent Dietrick and second by Regent Padilla to approve the additional \$61,838 for the Veterans Memorial Project. Motion passed.

8. Demolition of Facilities Buildings #1 and #2

Vice-President for Administration and Treasurer Luther Lee presented the item. Mr. Lee noted these buildings were referenced in Dr. Mazachek's Campus of the Future presentation. A Request for Proposal was issued and only one bid was received, due in part because the project included a June 30, 2023, deadline for completion. Vice-President Lee said in order to meet the deadline, the contract needed to be completed before today's meeting. Mr. Lee did contact the Board chair prior to entering into the agreement. Washburn now seeks ratification of the contract. Motion by Regent Dicus and second by Regent Nave to ratify the contract for demolition of the facilities buildings. Motion passed.

9. Facilities Services Building

Vice-President for Administration and Treasurer Luther Lee presented the item. Vice-President Lee reminded the Board that they approved a \$6,000,000 project to for a new facilities building on the west side of campus. Due to a variety of

factors, including delays in getting the project started, the administration is seeking to suspend the project for two years and also asking the contractor to remove the fencing currently around the project site. Motion by Regent Padilla and second by Regent Dietrick to approve the suspension of the project and removal of the project site fencing. Motion passed.

10. Athletic Vans

Vice-President for Administration and Treasurer Luther Lee presented the item for purchase of vans for the athletic department to address rising transportation costs. Mr. Lee advised that a Request for Proposal was issued and sent to 14 local dealerships, but only one response was received. Motion by Regent Dietrick and second by Regent Beck to approve the purchase of the vans for the athletic department. Motion passed.

11. Student Activity Fee Increase

Vice-President for Student Life Eric Gropitch referenced Dr. Mazachek's focus on improving the student experience and invited Shayden Haynes and Quinn Leffingwell, the President and Vice-President, respectively, of the Washburn Student Government Association, to present the item. Ms. Haynes expressed the need for more money for student organizations. The recommendation would raise student fees by the same percentage as any annual tuition increase, but limited to no more than three percent in one year.

Mr. Leffingwell advised that the students fees fund certain activities as well as student organizations and WSGA. Mr. Leffingwell added increases in costs for Chartwells and clothing items are factors for needing an increase in student fees. Ms. Haynes said that this proposal is a more sustainable solution than periodically coming back for one time increases.

Ms. Haynes noted that each year WSGA conducts annual review with student organizations about what their needs are and if the organizations are using funds sufficiently.

In response to a question about if this proposal is acceptable to student organizations, Ms. Haynes said there very strong support, and the three percent cap on any annual increase helped ensure there would not be too big of an increase in one year for students. Ms. Haynes noted that the three percent cap was based on the average of tuition increases over the past seven years.

Responding to a comment that student fees are much lower than other institutions, Ms. Haynes added that students concerned about raising too much money, so that is why the three percent cap was welcomed. Motion by Regent Sourk and second by Regent Romero to approve the Student Activity Fee increase. Motion passed.

12. Academic Bridge Strategic Plan

Interim Vice-President for Academic Affairs Laura Stephenson presented the item, noting that the last strategic plan expired in 2022. Because of the presidential transition that delayed the development of a campus wide strategic plan, academics moved forward a short term academic bridge strategic plan. Dr. Stephenson advised that the plan is for next three years, but President Mazachek is planning on starting the campus-wide strategic planning process next fall so likely not to last three years.

In response to a question about review and reporting process for progress on plan, Dr. Stephenson stated because this is not a long-term plan, the review and assessment would be part of transitioning this plan into the campus-wide strategic plan to be developed. Motion by Regent Beck and second by Regent Nave to approve the Academic Bridge Strategic Plan. Motion passed.

13. Transition the Gerontology Minor to a Gerontology Certificate

Interim Vice-President for Academic Affairs Laura Stephenson presented the item. Dr. Stephenson said the proposal recognizes a long standing program in human services, but by replacing the minor with a certificate, students who have already earned their degree can come back to get the certificate. The certificate program is also available to current students as well. Motion by Regent Padilla and second by Regent Sourk to approve replacing the gerontology minor with the gerontology certificate program. Motion passed.

14. Addition of four programs in Public Health: Bachelor of Health Science with public health emphasis; Public Health Minor; Public Health Certificate; and Advanced Public Health Certificate

Interim Vice-President for Academic Affairs Laura Stephenson presented the item. Dr. Stephenson informed the Board that the Kansas Department of Health and Environment has been in contact with Washburn about the need for more education needed in these areas and offered their locations for student internships. Interim Vice-President Stephenson said that these programs will help students meet competencies for national exams as well as other courses already available at Washburn. Motion by Regent Beck and second by Regent Nave to approve the addition of the programs. Motion passed.

15. Great TEXTS Certificate Program

Interim Vice-President for Academic Affairs Laura Stephenson presented the item. The TEXTS program offers transformational experiential and team taught studies. Dr. Stephenson said the intent of the program is to help students examine the great texts across different disciplines on campus. Dr. Stephenson advised the Board a private donor has provided the funds to obtain the texts, create a library for resources. Interim Vice-President Stephenson noted that the current cohort of students is 12. Dr. Stephenson advised the Board Liberal Arts has been traditionally for more privileged individuals and this program provides an opening to other areas and many in the cohort are first generation students.

In response to a question about the sustainability of the program in that the donor is giving funds for just three years, Dr. Stephenson answered if the program is successful, the donor will continue to fund the program. Motion by Regent Romero and second by Regent Beck to approve the TEXTS program. Motion passed.

C. Information Item(s)

1. Quarterly Financial Analysis

Vice-President for Administration and Treasurer Luther Lee presented the information to the Board.

2. Completion of Strategic Plan for Learner Success (2018-2022)

President Mazachek provided information to the Board summarizing the results from the prior strategic plan in preparation for beginning the next strategic plan.

3. Report of Purchases Between \$50,000 and \$100,000

D. Presentation(s)

1. Washburn Student Government Association Presentation

Outgoing WSGA President Shayden Haynes and WSGA Vice-President Quinn Leffingwell reported on the accomplishment of WSGA during their term in office.

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

Meeting adjourned 4:38.

Marc Fried
Secretary, Board of Regents