

Washburn University Board of Regents Meeting

Washburn Tech, Conference Center

Thursday, 12/8/2022

4:00 - 6:00 PM CT

I. Call to Order

II. Roll Call

Mr. Beck
Ms. Buhler
Mr. Dicus
Mr. Dietrick
Mr. Hulse
Mr. Nave
Mr. Padilla
Mr. Romero
Mrs. Sourk

III. Approval of Minutes of Past Meeting(s)

A. Approval of the Minutes of the October 20 and November 14, 2022 Meetings

November 14, 2022 Board Minutes - Page 3

October 20, 2022 Washburn Board of Regents Minutes - Page 5

IV. Officer Reports

A. Chair's Report

B. President's Report

V. New Business

A. Consent Agenda

1. Liquidated Claims Approval - September 2022 - Luther Lee

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2. Liquidated Claims Approval - October 2022 - Luther Lee

Liquidated Claims - October 2022 - Page 13

B. Action Items

1. Personnel

a. Faculty/Staff Personnel Actions - Luther Lee

Faculty Staff Actions - Page 14

b. Academic Sabbaticals 2023-2024 - Laura Stephenson

Academic Sabbaticals - Page 15

2. Academic Programs

a. Addition of Certificate - Advanced Emergency Medical Technician (AEMT) - Laura Stephenson

Advanced Emergency Medical Technician Certificate - Page 17

b. Certificate Change in Welding Technology - Laura Stephenson

Welding Technology Certificate Change - Page 18

**c. Certificate Name Change - Climate & Energy Control Technologies (HVAC) -
Laura Stephenson**

Certificate Name Change.HVAC - Page 19

**d. Master of Arts in Communication and Leadership (MACNLE) Admission
Standards Revision - Laura Stephenson**

MA Communication and Leadership - Page 20

**3. Washburn University Policy Regulations and Procedures Manual Policy Change -
Board Policies- Purchasing and Financial Obligations - Luther Lee**

WUPRPM Policy Change for Board Approval Threshold - Page 22

4. Expenditures over \$50,000

a. Living Learning Center Building Automation System Upgrade - Luther Lee

LLC BAS Upgrade - Page 24

**b. Mulvane Museum HVAC Renovation - Construction Manager at Risk - Luther
Lee**

Mulvane Museum CMaR - Page 25

c. Ellucian Oracle Campus-Wide License - Luther Lee

Ellucian Oracle License Increase - Page 27

d. Bar Review Prep - Luther Lee

Bar Prep Review - Page 28

e. Investment in Topeka Partnership - Marshall Meek

Greater Topeka Partnership - Page 30

C. Presentation(s)

1. Quarterly Financial Analysis Report - Luther Lee

Quarterly Financial Analysis - Page 31

Quarterly Financial Analysis.Attachment - Page 32

2. Cybersecurity Program - John Haverty, Chief Information Officer

Cybersecurity Program.CIO Presentation - Page 37

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
November 14, 2022

I. Call to Order

Chairperson Buhler called the meeting to order at 12:01 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. Romero, and Mrs. Sourk.

**Participated via Zoom

III. New Business

Chair Buhler opened the meeting to discuss the one item, which is appointees to the Washburn Board of Regents by the Mayor. Marc Fried explained that the current language of the statute designates the Mayor appoint regents using the three state senatorial districts. After the redistricting, there will now be four senate districts within the city limits.

To address this issue, Mr. Fried presented five options: 1) Do nothing and leave the statute as currently written. This would mean that the fourth district would not have representation and the four districts would have unequal population. 2) Combine the two smaller districts (18th and 3rd) into one appointment and keep the other two districts (19th and 20th) with an appointment from each. 3) Use the City Council district as boundaries. 4) Use existing statutory language (K.S.A. 72-1077) as a template that guides school districts in establishing boundaries. This language would require the board to create districts that are compact and as equal as possible and change boundaries with census changes. 5) Have three at-large appointments from Topeka with no residency or boundary requirements.

The regents discussed all options, including potential impacts of each option. They considered that Washburn is a municipal university, the goals of equitable representation from all parts of the city, having balanced population (equal number of residents) in each, frequency of needed amendments to boundaries or the statute with population changes, and the complexity of each option. Washburn's lobbyists John Pinegar and Doug Smith attended the meeting and participated in the discussion, answering questions of regents.

Regent Beck moved to authorize Marc Fried to work with John Pinegar and Doug Smith to draft language using K.S.A. 72-1077 as a template to present to the legislature. Motion was seconded by Regent Sourk. Motion Passed.

IV. Executive Session

At 12:34 p.m. Regent Sourk moved to recess to Executive Session to discuss matters of non-elected personnel for 20 minutes. Motion was seconded by Regent Romero. Motion passed.

At 12:52 p.m. the Board reconvened in open session. There was no further action.

It was moved by Regent Sourk and seconded by Regent Dicus to adjourn. The Board adjourned at 12:52 p.m.

Cynthia Holthaus
Assistant Secretary, Board of Regents

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

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 5th 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 21st 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 18th, 19th and 20th 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 18th and 3rd districts be combined to represent one of the three appointments, with the 19th and 20th 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.

Marc Fried
Secretary, Board of Regents

Agenda Item No.
Washburn University Board of Regents

SUBJECT: Liquidated Claims Approval – September 2022

DESCRIPTION: Listed below is a summary by fund of all claims processed during the month of September 2022.

To the best of my knowledge and belief, I certify that the liquidated claims submitted in this transmittal are in compliance with all applicable laws and University policies.

Luther Lee, Vice President for Administration & Treasurer

WASHBURN UNIVERSITY		
Fund #	Fund Name	Total Claims
1.	General Fund	\$3,882,978
2.	Debt Retirement & Construction Fund	-0-
3.	Building and Construction Fund	1,521,618
4.	Endowment Fund	-0-
5.	Student Loan Fund	500
7.	Tort Claim Fund	60,542
8.	Restricted and Agency Fund	558,017
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	16,475
	Sub-Total	6,040,130
	Payroll	2,990,290
	Payroll Withholding ACH Transactions	2,443,578
	Total	\$11,473,998

WASHBURN INSTITUTE OF TECHNOLOGY		
1.	General Fund	\$248,828
3.	Building and Construction Fund	-0-
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	60,592
13.	Government and Research Fund	1,920
	Sub-Total	311,340
	Payroll	367,459
	Payroll Withholding ACH Transactions	122,605
	Total	\$801,404

Date

Marshall Meek, Interim President

**Agenda Item No.
Washburn University Board of Regents**

SUBJECT: Liquidated Claims Approval – October 2022

DESCRIPTION: Listed below is a summary by fund of all claims processed during the month of October 2022.

To the best of my knowledge and belief, I certify that the liquidated claims submitted in this transmittal are in compliance with all applicable laws and University policies.

Luther Lee, Vice President for Administration & Treasurer

WASHBURN UNIVERSITY		
Fund #	Fund Name	Total Claims
1.	General Fund	\$2,740,141
2.	Debt Retirement & Construction Fund	-0-
3.	Building and Construction Fund	1,273,214
4.	Endowment Fund	-0-
5.	Student Loan Fund	1,250
7.	Tort Claim Fund	83,999
8.	Restricted and Agency Fund	158,648
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	18,128
	Sub-Total	4,275,380
	Payroll	3,051,626
	Payroll Withholding ACH Transactions	2,261,982
	Total	\$9,588,988

WASHBURN INSTITUTE OF TECHNOLOGY		
1.	General Fund	\$152,686
3.	Building and Construction Fund	16,772
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	45,379
13.	Government and Research Fund	-0-
	Sub-Total	214,837
	Payroll	379,822
	Payroll Withholding ACH Transactions	129,252
	Total	\$723,911

Date

Marshall Meek, Interim President

Agenda Item No. V. B. 1. a.
Washburn University Board of Regents

SUBJECT: Faculty/Staff Personnel Actions

DESCRIPTION:

The following routine adjustments to specific salary lines must either be reported to the Board or approved by the Board.

Name	Position	Change	Financial Implications	Comments	Action
Vacant	Full-time Financial Aid Advisor, Position # 000549	Effective December 8, 2022	\$42,908 annual pay. Increase of \$8,900 is available from currently budgeted funds.	Position is adjusted based on needs of the department, market, position level, skills, and experience.	Request approval.

RECOMMENDATION:

President Meek recommends approval of this personnel action.

Date

Marshall Meek, President

Agenda Item No. V. B. 1. b.
Washburn University Board of Regents

SUBJECT: Academic Sabbaticals 2023-2024

DESCRIPTION:

The Vice President for Academic Affairs and the Academic Sabbatical Committee solicit and review academic sabbatical proposals. The following individuals are recommended for Academic Sabbaticals in the 2023-2024 academic year:

<u>Faculty</u>	<u>Length</u>	<u>Department</u>
Miguel Gonzalez-Abellas	Modern Languages	Semester (spring 2024)
Kristen Grimmer	Mass Media	Semester (fall 2023)
Rik Hine	Philosophy & Religious Studies	Semester (fall 2023)
Alexandra Klaes	Sociology & Anthropology	Semester (fall 2023)
Eric McHenry	English	Semester (fall 2023)
Kelly Thor	Art	Semester (fall 2023)
Cynthia Turk	Psychology	Semester (fall 2023)
Jennifer Wagner	Mathematics & Statistics	Semester (fall 2023)
Amy Westbrook	School of Law	Semester (spring 2024)

The maximum number of sabbaticals granted in a particular year shall be equal to 4% of the fulltime eligible faculty, excluding the Law faculty. There were eight applications for academic sabbatical, and eight were recommended. Washburn University typically awards six to nine sabbaticals annually.

These recommendations are based on the quality of the projects as reflected in their individual proposals. The proposed projects are of value to the applicants' discipline, and will enable them to produce or make substantial progress toward producing significant scholarly work or will substantially enhance their teaching effectiveness by increasing their body of knowledge or skills.

Sabbatical Guidelines

Only full-time faculty members who have been considered full-time teaching faculty at Washburn University for at least the six years preceding the date of application shall be considered eligible. A faculty member who receives a leave becomes eligible every seventh year of full-time teaching. A faculty member taking an Academic Sabbatical Leave shall have a leave for one semester at full pay or choose to have a leave for a full year at one-half pay of the salary budgeted for his/her position for the academic year of the sabbatical. Grants normally will be made only if no full-time faculty replacement is required. To support the leave, course offerings may be reduced, delayed, or assigned to other members of the academic unit with their consent for one semester.

RECOMMENDATION:

President Meek recommends that the Washburn Board of Regents approve offering Academic Sabbaticals for the 2023-2024 academic year to the above individuals.

Date

Marshall Meek, President

Agenda Item No. V. B. 2. a.
Washburn University Board of Regents

SUBJECT: Addition of certificate - Advanced Emergency Medical Technician (AEMT)

DESCRIPTION:

The Emergency Management Technology program will be enhanced to offer the Advanced Emergency Management Technology (AEMT) certificate at Washburn University Institute of Technology (WIT). These changes will be implemented beginning Fall 2023.

WIT currently offers a five credit Emergency Medical Responder (EMR) course, a nine credit Emergency Medical Technician (EMT) Stand Alone Parent Program (SAPP) certificate. The EMR course and EMT certificates are approved through the Technical Education Authority (TEA)/ Kansas Board of Regents (KBOR). Excel in CTE funding supports the technical program. Those enrolled in this program will be eligible for the Promise Scholarship. The AEMT certificate is the continuation of the EMT program that prepares those working as EMTs to provide basic and limited advanced emergency medical care and transportation for critical and emergent patients who access the emergency medical system.

This program change includes a 20-credit technical certificate A. The Emergency Medical Technician Industry Advisory Board on October 7, 2022, and WIT Curriculum Council on October 18, 2022, approved the curriculum for the certificate.

FINANCIAL IMPLICATIONS

No financial implications to the FY23 approved budget. Future budgets will reflect revenue and cost estimates.

RECOMMENDATION:

President Meek recommends Board of Regents approval of the new AEMT certificate A.

Date

Marshall Meek, President

Agenda Item No. V. B. 2. b.
Washburn University Board of Regents

SUBJECT: Certificate change in Welding Technology.

DESCRIPTION:

The Welding Technology program will change to offer an additional technical certificate B at Washburn University Institute of Technology (WIT) in addition to existing technical certificates. These changes will be implemented beginning Fall 2023.

WIT currently offers Technical Certification in Welding Technology as a Certification A (25 credits) and C (49 credits). Both certifications meet program alignment requirements put forth by the Technical Education Authority (TEA)/ Kansas Board of Regents (KBOR) and receive Excel in CTE funding to support the technical program. Program is eligible for the Promise Scholarship.

There is significant workforce demand for welders in the county, state, and region, as highlighted in the Perkins Regional Needs Assessment (Topeka Region) indicating 133 annual openings.

The program change includes a 37-credit technical certificate B. The Welding Technology Industry Advisory Board on March 31, 2022, and WIT Curriculum Council on September 19, 2022, approved this curriculum and program change.

FINANCIAL IMPLICATIONS

No financial implications to the FY23 approved budget. Future budgets will reflect revenue and cost estimates.

RECOMMENDATION:

President Meek recommends Board of Regents approval of the new certificate B in Welding Technology.

Date

Marshall Meek, President

Agenda Item No. V. B. 2. c.
Washburn University Board of Regents

SUBJECT: Certificate name change – Climate & Energy Control Technologies (HVAC)

DESCRIPTION:

The Technical Education Authority (TEA)/ Kansas Board of Regents (KBOR) Heating, Ventilation, and Air Conditioning (HVAC) Program Re-Alignment committee approved on November 2, 2022 a change to the program name. The change requires that all approved technical certificate programs to include HVAC or Heating, Ventilation, and Air conditioning in the certificate name. With this requirement, the Washburn Institute of Technology's Climate and Energy Control Technologies (HVAC) program will change its program name to Heating, Ventilation, and Air Conditioning (HVAC). These changes will be implemented beginning Fall 2023.

FINANCIAL IMPLICATIONS

No financial implications to the FY23 approved budget. Future budgets will reflect revenue and cost estimates

RECOMMENDATION:

President Meek recommends Board of Regents approval of this program name change, from Climate and Energy Control Technologies (HVAC) to Heating, Ventilation, and Air Conditioning (HVAC).

Date

Marshall Meek, President

Agenda Item No. V. B. 2. d.

Washburn University Board of Regents

SUBJECT: Master of Arts in Communication and Leadership (MACNLE) Admission Standards Revision

DESCRIPTION:

Faculty members who teach in the Master of Arts in Communication and Leadership program propose an update of program admission requirements. This recommendation comes after careful consideration and input from EAB.

The current admission requirements are as follows:

- Apply via CollegeNet
- Have completed an undergraduate degree in any major
- Have a minimum grade point average (GPA) of 3.0 in the last 60 hours of the student's undergraduate degree
- Submit 3 recommendations
- Submit a 3–5-page essay on an assigned topic
- Submit a current resume
- Submit an unofficial copy of the transcripts

The following admission standards update is requested:

- All students applying to the program will continue to have an undergraduate degree from any major, and apply via CollegeNet along with a current resume and unofficial copy of the transcripts.
- Students with a 3.5 undergraduate GPA (cumulative or in their last 60 hours) can fill in the application and submit transcripts to be accepted.
- Students with a 3.0-3.49 undergraduate GPA (cumulative or in their last 60 hours) must submit the application, transcripts, and a writing sample (they may either write the essay as currently prescribed or submit a paper from an undergraduate course of their choosing).
- Students with a 2.5-2.99 undergraduate GPA (cumulative or in their last 60 hours) must submit the application, transcript, a writing sample (as described above), and at least one recommendation as currently facilitated via CollegeNet.
- NOTE: Students with an undergraduate GPA below a 2.5 will be considered for conditional admission provided all other aspects of their application are satisfactory. This will require the student to maintain a 3.0 GPA in their first two courses in the program.

Representatives of EAB and MACNLE program faculty met this fall. These changes to admission requirements are intended to remove barriers to prospective students while maintaining the rigor of the program.. We hope to encourage undergraduate applicants with high academic success to engage with our program, while still ensuring a path to admission is a bit more accessible to those who might have experienced academic challenges as undergraduates. Additionally, we anticipate this will boost applicants now that more potential students are able to return to face-to-face learning environments and no longer must rely on online programs like this one.

Graduate Council approved this change to MACNLE admission requirements on October 3, 2022.

RECOMMENDATION:

President Meek recommends the Board of Regents approval of the update to admission requirements for the Master of Arts in Communication and Leadership program.

Date

Marshall Meek, President

Agenda Item No. V. B. 3.
Washburn University Board of Regents

SUBJECT: Washburn University Policies, Regulations, and Procedures Manual -
Section R. Purchasing and Financial Obligations

DESCRIPTION:

The Washburn University Policies, Regulations, and Procedures Manual identifies the need for any purchase or obligation requiring an expenditure of \$50,000 or more be approved by the Board in advance of incurring the obligation, with limited exceptions. In the case of limited exceptions, the approval may occur after services and purchases of products (e.g., utilities services, purchases of products for the purpose of re-selling).

The approval threshold of \$50,000 was recently reviewed to determine continued administrative effectiveness, particularly in light of rising costs. After review, it was determined an increase in the threshold amount from \$50,000 to \$100,000 would be appropriate. As such, an update to the expenditure threshold policy is requested.

The University will submit an information item to the Regents at each meeting until the end of FY 2023 that lists expenditures between \$50,000-\$100,000 for the Regents to see the impact of this change.

FINANCIAL IMPLICATIONS:

No additional budget is requested.

RECOMMENDATION:

President Meek recommends the Board of Regents approve amendments to Section R. Purchasing and Financial Obligations of the Washburn University Policies, Regulations, and Procedures Manual.

Date

Marshall Meek, President

WUPRPM. Board Policies
R. Purchasing and Financial Obligations
Revision Date: December 8, 2022

R. Purchasing and Financial Obligations

2. Financial Commitments.

2.1 Advance Approval Required. University purchases and other agreements shall be approved in advance. Any purchase or obligation requiring an expenditure of \$100,000 or more must be approved by the Board in advance of incurring the obligation. Approval of all other financial obligations shall be by signature of the President, the Vice President for Administration and Treasurer (VPAT), or VPAT designee.

2.2 Exceptions. The Board recognizes it is in the best interests of the University to make exceptions to the above policy; therefore, the Administration is authorized to make the following types of transactions.

2.2.1 Payments for utilities services and purchases of products for the purpose of re-selling in one of the two University retail sales departments, Bookstore or Dining Services, may be made without prior Board approval even when the amount exceeds \$100,000.

2.2.2 Certain financial transactions, such as procurement card or small dollar purchases, may be made without advance approval through a purchase order or other contract form. The VPAT shall maintain a system to accomplish such transactions. The system shall limit the types and the dollar amount of the transactions.

Agenda Item No. V. B. 4. a.
Washburn University Board of Regents

SUBJECT: Living Learning Center Building Automation System Upgrade

DESCRIPTION:

The University is pursuing an upgrade to the Living Learning Center's Building Automation System. The LLC is equipped with an obsolete Honeywell HVAC control system and the components are beginning to fail and unable to be replaced. The system is creating times of temperature fluctuations in the spaces and the inability to properly control those spaces. The large majority of the spaces in the LLC are student residences with constant demands on the cooling and heating systems. An upgrade of the system is being requested to improve the control of the HVAC systems, which will improve the controls and resident comfort in the LLC for many years to come.

Facilities Services currently operates two building automation systems on campus; Honeywell and Trane. In recent years, Facilities has been seeking to upgrade buildings to the Trane system for several reasons, including the efficiency of operating one system and the availability of replacement parts and service. Facilities coordinated with Purchasing to qualify Trane as the sole source vendor for this work. This project will upgrade all devices and controllers for the HVAC equipment at the Living Learning Center.

VENDOR	PRICE
TRANE	\$349,000

FINANCIAL IMPLICATIONS:

The total project is budgeted at \$349,000 consisting of payments to Trane. The project is funded through Residential Living reserve funds.

RECOMMENDATION:

President Meek recommends the Board of Regents approve award of the contract to Trane in the amount of \$349,000 for the Building Automation System Upgrade.

Date

Marshall Meek, President

Agenda Item No. V. B. 4. b.
Washburn University Board of Regents

SUBJECT: Mulvane Museum HVAC Renovation – Construction Manager at Risk

DESCRIPTION:

At its September 2022 meeting, the Board of Regents approved a project to remodel the Mulvane Art Museum to reconfigure the HVAC system in the building to eliminate the risk of damage due to system failures and water leaks. The remodel encompasses ancillary work to replace finishes that are removed during this effort. Bartlett & West has been awarded the design services for the project. The project intends to use a Construction Manager for the project to participate in the design coordination, constructability reviews, project estimating, and management of the construction. The Construction Manager will support early purchase of long-lead equipment and determine the best methods to perform the work in the nearly 100-year old Mulvane Museum.

Washburn Facilities worked with University Purchasing to issue an RFP for the Construction Manager at Risk, requesting qualifications, experience, fees, and anticipated project schedule. Five proposals were received. The five firms were MCP Build, KBS, Kelley Construction, Loyd Builders, and Mohan Construction. All five firms were invited to interview for the role. One firm, Mohan Construction, withdrew from consideration based on conflicts with the timing of the project.

Personnel from Facilities, Purchasing, Mulvane Museum, and Bartlett & West, who is serving as the project's design firm, interviewed the four firms November 16th and 18th. All firms are capable, have relevant experience, and proposed excellent team members to support the project. Based on an evaluative matrix, KBS was selected by the interview team to be recommended for selection.

FINANCIAL IMPLICATIONS:

The Total Project Budget is estimated at \$1,822,750. KBS will have an initial contract of \$1,415,000, and will produce a Guaranteed Maximum Price (GMP) after full design is complete, adjusting the contract amount to the finalized design. Construction costs incurred above the GMP will be borne by KBS.

The total project is estimated at \$1,822,750 consisting of \$1,415,000 of construction cost and \$170,000 of design costs, and \$237,750 of soft costs and contingency. Project to be funded by previously approved capital funds and University Reserves.

RECOMMENDATION:

President Meek recommends the Board of Regents award the Construction Manager at Risk contract to KBS in the amount of \$1,415,000 for the Mulvane Museum HVAC Renovation Project.

Date

Marshall Meek, President

Agenda Item No. V. B. 4. c.
Washburn University Board of Regents

SUBJECT: Ellucian Oracle Campus Wide License

DESCRIPTION:

Washburn University utilizes Oracle for campus database services which is purchased through Ellucian as our Banner ERP provider. Following a review of our Oracle licenses, financial and operational efficiencies will be created by changing from individual processor licenses to an unlimited site license for Oracle. This will cover existing needs and allow room for expected expansion of campus requirements for database technology. Ellucian is the sole source for this purchase as we are amending an existing agreement. A five-year maintenance agreement is also part of this purchase. Request for new funding is not to exceed \$235,543 for the license purchase.

FINANCIAL IMPLICATIONS:

Recommend purchase from Ellucian of Oracle site license for Washburn University. The purchase not to exceed \$235,543 and is funded through the ITS general budget.

RECOMMENDATION:

President Meek recommends the Board of Regents approve the \$235,543 expenditure for the Ellucian Oracle Campus Wide License.

Date

Marshall Meek, President

Agenda Item No. V. B. 4. d.
Washburn University Board of Regents

SUBJECT: Bar Review Prep

DESCRIPTION:

Washburn School of Law is seeking to offer a Bar Review Preparation program for all students. Washburn will pay the full cost for the Bar Program for 2023 Bar Exam Takers (current 3Ls), 2/3 of the cost for 2024 Takers (current 2Ls), and 1/3 of the cost for 2025 Takers (Current 1Ls). The remainder of the cost will be paid through a student fee charged as price of attendance going forward, with those fees paying 100% of the cost after 2025. Washburn School of Law and Purchasing issued an RFP with 5 respondents submitting a bid as shown below.

BarBri (\$2,200 – \$2,640 per student depending on graduation date)
Total Cost to Washburn for 112 3Ls, 98 2Ls, and 91 1Ls = \$532,560.00

Kaplan (\$1500 per student)
Total Cost to Washburn = \$311,500

Themis (\$1395 per student)
Total Cost to Washburn = \$289,695

Helix (\$1000 – \$1199 per student depending on number)
Total Cost to Washburn = \$219,302

SmartBar (\$399 per student)
Total Cost to Washburn = \$82,859

Pricing is not the only consideration for a program of this nature. Other considerations in the decision are:

- ✓ First time pass rate statistics,
- ✓ Written materials,
- ✓ Experience in preparing students for the UBE,
- ✓ Live experience availability
- ✓ Other electronic services provided at no charge (BarBri's West Academics electronic materials and the Adaptibar question sets)
- ✓ Student satisfaction for their Bar preparation,

Despite its greater cost, BarBri's proposal is the best, qualified and responsive proposal for Washburn's needs. In all of the considerations identified BarBri has the superior product and will be the best fit for Washburn's program. These advantages more than justify the extra cost at the beginning, especially taking into consideration the length of time the program is expected to be active.

FINANCIAL IMPLICATIONS:

Over the next 3 years, the University will serve 320 students with the \$532,560.00. The benefit will be that the BarBri Bar Review Prep would be available to all students taking the exam. This will be funded from resources in the financing plan for the benefit of the Law School that remain in that fund. Future classes will have the price of the Bar Review added to cost of attendance, so no further funds will be required.

RECOMMENDATION:

President Meek recommends the Board of Regents approve award of the contract to BarBri in the amount of \$532,560.00

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Date

Marshall Meek, President

Agenda Item No. V. B. 4. e.
Washburn University Board of Regents

SUBJECT: Investment in Topeka Partnership

DESCRIPTION:

The Greater Topeka Partnership (GTP) was created to align organizations and initiatives advancing community and economic development efforts in Topeka-Shawnee County. In 2017, the GTP launched an ambitious plan called Momentum 2022. It involved numerous people from the community to create an implement a strategy for economic development. One notable accomplishment from that time was opening Washburn Tech East. That plan has sunset and a new plan called Momentum 2027 has launched. Washburn University is an integral part of this new plan and was requested to invest \$187,500 over five years to the Momentum 2027 Capital Campaign with an annual payment of \$37,500.

FINANCIAL IMPLICATIONS:

An expenditure of \$37,500 a year for five years is available in the budget.

RECOMMENDATION:

President Meek recommends the Board of Regents approve this investment of \$187,500 over five years to the GTP campaign.

Date

Marshall Meek, President

Agenda Item No. V. B. C. 1.
Washburn University Board of Regents

SUBJECT: Quarterly Financial Analysis

DESCRIPTION:

Presented herewith are *Statements of Revenues and Expenditures* for the three months ended September 30, 2022, for the following activities.

- Combined Operating Funds
- Washburn University General Fund
- Washburn Institute of Technology General Fund
- Residential Living
- Business and Auxiliary Services

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION:

This item is presented for information only. No action is required.

Date

Marshall Meek, President

**Washburn University, Washburn Institute of Technology,
Residential Living, and Business and Auxiliary Services
Operating Funds
Combined Statements of Revenues and Expenditures
For the three months ended September 30, 2022 and 2021**

	FY 2022-23		Year-to-Date Actual	FY 2021-22
	Budget			Year-to-Date
	Amount	% of Total		Actual
Revenues:				
Tuition and fees	\$ 52,820,965	47.6%	\$ 25,626,994	\$ 26,836,020
Sales tax	22,241,356	20.0%	5,978,101	5,572,820
State appropriations	23,606,580	21.3%	9,172,196	9,322,250
Residential Living	4,163,870	3.8%	2,117,374	1,830,011
Business and Auxiliary Services	3,575,800	3.2%	1,192,864	1,296,293
Other	4,601,639	4.1%	639,218	274,624
Total revenues	111,010,210	100.0%	44,726,747	45,132,018
Expenditures:				
Salaries, wages and benefits	78,650,282	70.8%	16,406,926	15,542,864
Scholarships	7,795,967	7.0%	3,328,395	3,148,382
Debt service	3,666,555	3.3%	639,258	743,388
Utilities	3,388,198	3.1%	563,032	549,323
Supplies and materials	3,390,674	3.1%	640,659	566,239
Professional services	3,545,159	3.2%	1,742,669	1,241,454
Computer hardware, software and maint.	2,286,988	2.1%	1,569,407	1,671,473
Travel	1,659,855	1.5%	160,861	67,585
Memberships and subscriptions	1,099,806	1.0%	975,220	907,086
Other	5,526,726	5.0%	2,149,631	2,226,608
Total expenditures	111,010,210	100.0%	28,176,059	26,664,402
Change in Net Position	\$ -		\$ 16,550,688	\$ 18,467,616

Washburn University
General Fund
Statements of Revenues and Expenditures
For the three months ended September 30, 2022 and 2021

	FY 2022-23		Year-to-Date Actual	FY 2021-22 Year-to-Date Actual
	Budget			
	Amount	% of Total		
Revenues:				
Tuition and fees	\$ 48,925,090	54.6%	\$ 23,944,232	\$ 25,022,767
Sales tax	22,241,356	24.8%	5,978,101	5,572,820
State appropriations	14,000,000	15.6%	7,000,000	7,498,494
KTWU	2,569,819	2.9%	205,558	180,139
Endowment Income	410,685	0.5%	-	-
Other	1,426,180	1.6%	342,529	75,307
Total revenues	89,573,130	100.0%	37,470,420	38,349,527
Expenditures:				
Salaries, wages and benefits	67,341,479	75.2%	14,228,091	13,442,603
Scholarships	7,553,898	8.4%	3,178,710	3,058,664
Professional services	3,286,119	3.7%	1,673,897	1,212,335
Utilities	1,902,232	2.1%	362,329	358,760
Supplies and materials	2,104,084	2.3%	376,467	308,031
Computer hardware, software and maint.	2,003,403	2.2%	1,496,897	1,598,825
Travel	1,587,880	1.8%	153,238	63,723
Memberships and subscriptions	1,099,806	1.2%	975,220	907,086
Other	2,694,229	3.0%	1,318,151	1,326,234
Total expenditures	89,573,130	100.0%	23,763,000	22,276,260
Change in Net Position	\$ -		\$ 13,707,421	\$ 16,073,267

Sales Tax				
	FY 2022-23		Year-to-Date Actual	FY 2021-22 Year-to-Date Actual
	Budget			
	Amount	% of Total		
General Fund	\$ 22,241,356	89.8%	\$ 5,978,101	\$ 5,572,820
Debt Retirement and Construction Fund	2,527,957	10.2%	631,989	462,300
Smoothing Fund	-	0.0%	-	-
Total	\$ 24,769,313	100.0%	\$ 6,610,090	\$ 6,035,120

Washburn Institute of Technology
General Fund
Statements of Revenues and Expenditures
For the three months ended September 30, 2022 and 2021

	FY 2022-23		Year-to-Date Actual	FY 2021-22
	Budget			Year-to-Date
	Amount	% of Total		Actual
Revenues:				
Tuition and fees	\$ 3,895,875	28.4%	\$ 1,682,763	\$ 1,813,253
State appropriations	9,606,580	70.1%	2,172,196	1,823,756
Other	194,955	1.4%	91,130	19,178
Total revenues	13,697,410	100.0%	3,946,089	3,656,187
Expenditures:				
Salaries, wages and benefits	9,632,324	70.3%	1,832,928	1,773,305
Supplies and materials	1,107,650	8.1%	234,139	212,659
Utilities	473,229	3.5%	92,637	78,851
Professional services	259,040	1.9%	68,772	29,120
Repair and maintenance	200,350	1.5%	31,440	41,903
Computer hardware, software and maint.	197,550	1.4%	16,457	23,742
Space and equipment rental	143,975	1.1%	48,874	38,072
Insurance premiums	205,000	1.5%	-	15,189
Travel	71,975	0.5%	7,623	3,862
Other	1,406,317	10.3%	166,610	130,975
Total expenditures	13,697,410	100.0%	2,499,481	2,347,678
Change in Net Position	\$ -		\$ 1,446,607	\$ 1,308,509

Washburn University
Residential Living
Statements of Revenues and Expenditures
For the three months ended September 30, 2022 and 2021

	FY 2022-23		FY 2021-22	
	Budget		Year-to-Date	Year-to-Date
	Amount	% of Total	Actual	Actual
Revenues:				
Room rental	\$ 4,163,870	100.0%	\$ 2,061,495	\$ 1,790,529
Other	-	0.0%	55,879	39,482
Total revenues	4,163,870	100.0%	2,117,374	1,830,011
Expenditures:				
Debt service	1,381,768	43.8%	345,442	455,428
Utilities	745,764	17.9%	74,100	84,064
Salaries, wages and benefits	624,694	15.0%	142,477	126,926
Repair and maintenance	179,339	4.3%	134,217	58,545
Scholarships	242,069	5.8%	149,686	89,719
Insurance	70,270	1.7%	-	-
Supplies and materials	130,580	3.1%	16,088	13,788
Other	789,386	8.4%	28,309	39,631
Total expenditures	4,163,870	100.0%	890,317	868,100
Change in Net Position	\$ -		\$ 1,227,057	\$ 961,911

	Room Rental			
	FY 2022-23		FY 2021-22	
	Budget		Year-to-Date	Year-to-Date
	Amount	% of Total	Actual	Actual
Living Learning Center	\$ 1,180,403	28.3%	\$ 589,487	\$ 487,004
Washburn Village	1,170,912	28.1%	578,201	513,879
Lincoln Hall	1,754,643	42.1%	859,318	765,921
Phi Delta Theta	57,912	1.4%	34,488	23,724
	\$ 4,163,870	100.0%	\$ 2,061,495	\$ 1,790,529

Washburn University
Business and Auxiliary Services
(Memorial Union, Ichabod Shop, Dining, and Vending)
Statements of Revenues and Expenditures
For the three months ended September 30, 2022 and 2021

	FY 2022-23		FY 2021-22	
	Budget		Year-to-Date	Year-to-Date
	Amount	% of Total	Actual	Actual
Revenues:				
Ichabod Shop	\$ 2,350,000	65.7%	\$ 917,805	\$ 1,008,707
Internal Operating Transfer	760,000	21.3%	190,000	190,000
Dining	357,500	10.0%	40,308	50,631
Other	108,300	3.0%	44,752	46,955
Total revenues	3,575,800	100.0%	1,192,864	1,296,293
Expenditures:				
Cost of goods sold	1,577,310	44.1%	499,319	747,087
Salaries, wages and benefits	1,051,786	29.4%	203,430	200,030
Debt service	141,977	4.0%	35,494	35,494
Utilities	266,973	7.5%	33,967	27,648
Repair and maintenance	120,830	3.4%	39,832	20,391
Computer hardware, software and maint.	86,035	2.4%	56,053	48,907
Supplies and materials	48,360	1.4%	13,965	31,760
Other	282,529	7.9%	141,201	61,046
Total expenditures	3,575,800	100.0%	1,023,261	1,172,364
Change in Net Position	\$ -		\$ 169,604	\$ 123,929



Washburn's CyberSecurity Program

Annual Update Dec 2022



Gramm-Leach-Bliley Act

16 CFR 314.4(i) Safeguards rule

- i. Require your Qualified Individual to report in writing, regularly and at least annually, to your board of directors or equivalent governing body. If no such board of directors or equivalent governing body exists, such report shall be timely presented to a senior officer responsible for your information security program. The report shall include the following information:
- (1) The overall status of the information security program and your compliance with this part; and
 - (2) Material matters related to the information security program, addressing issues such as risk assessment, risk management and control decisions, service provider arrangements, results of testing, security events or violations and management's responses thereto, and recommendations for changes in the information security program.

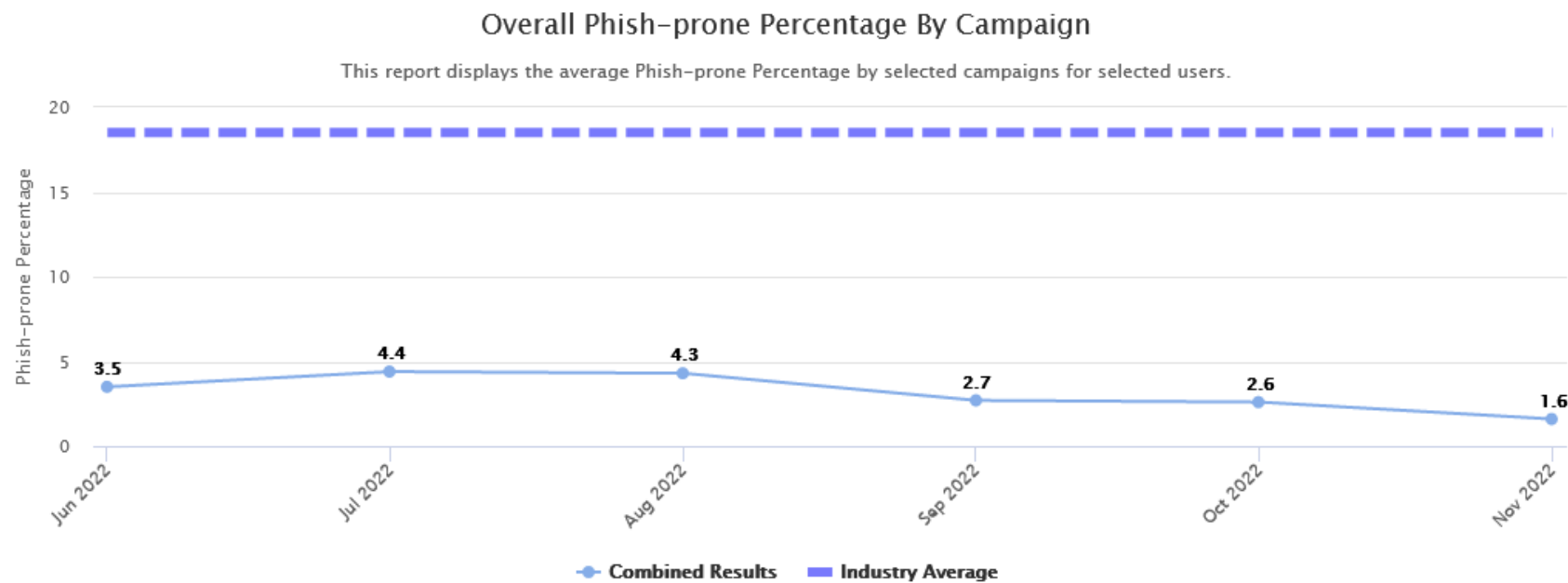
Gramm-Leach-Bliley Act

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Information Security Program: Security Awareness Training

- Overall Phish-prone % by phishing campaign (monthly, fac/staff, if failed – auto-enrolled in additional training)



Industry Benchmark Data ?

Account Average Phish-prone %	3.8%
Last Campaign Phish-prone %	2.4%
Industry Phish-prone %	18.5%

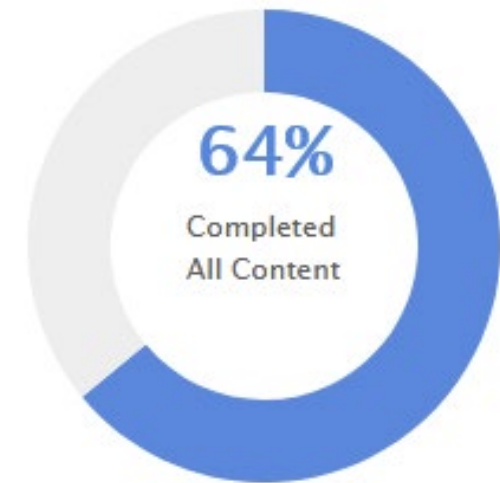
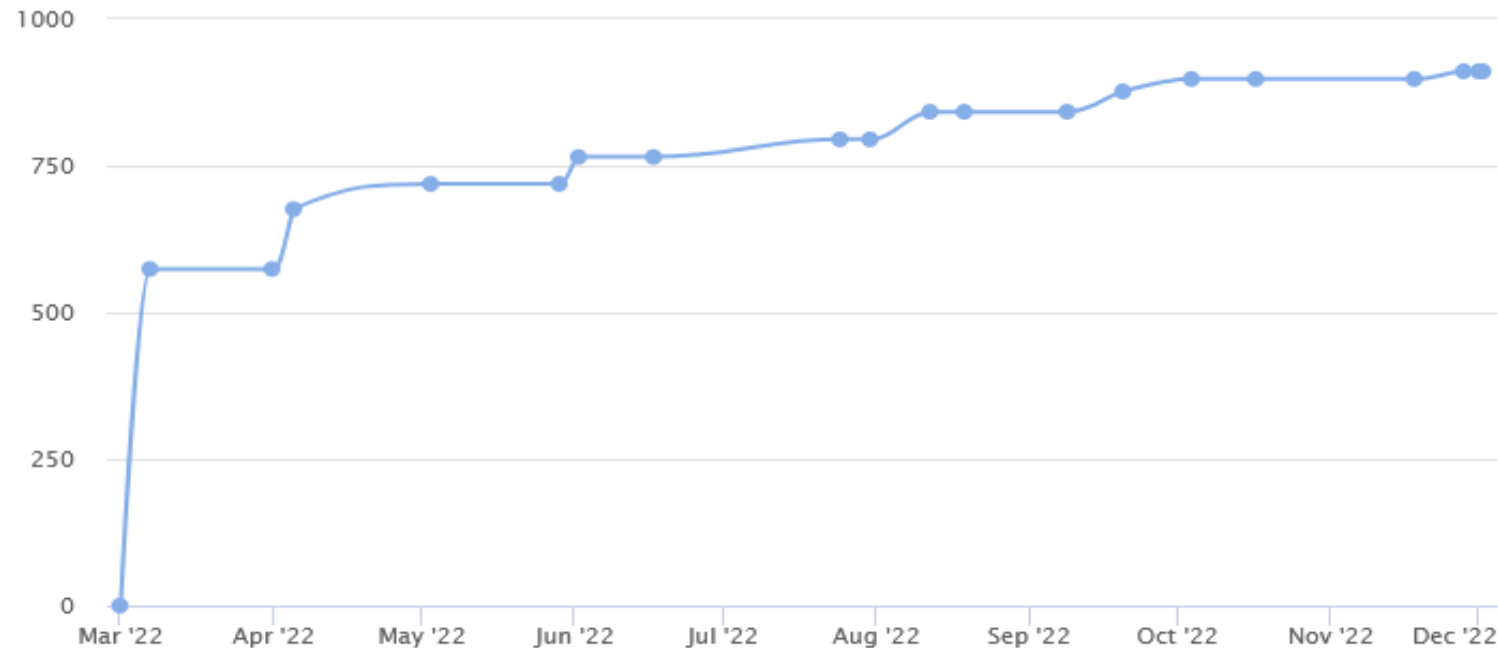
Industry: Education

Organization Size: Medium (250-1000)

Program Maturity: 90 Day

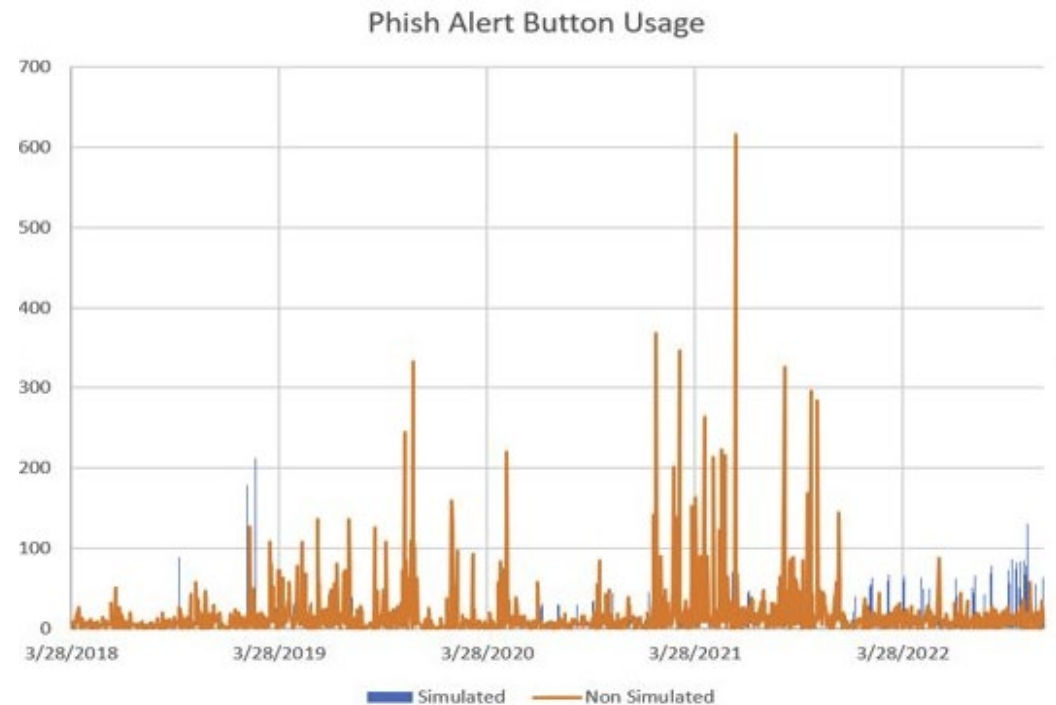
Information Security Program: Security Awareness Training – Faculty/Staff (1,418)

Number of Faculty/Staff who have completed their assignments

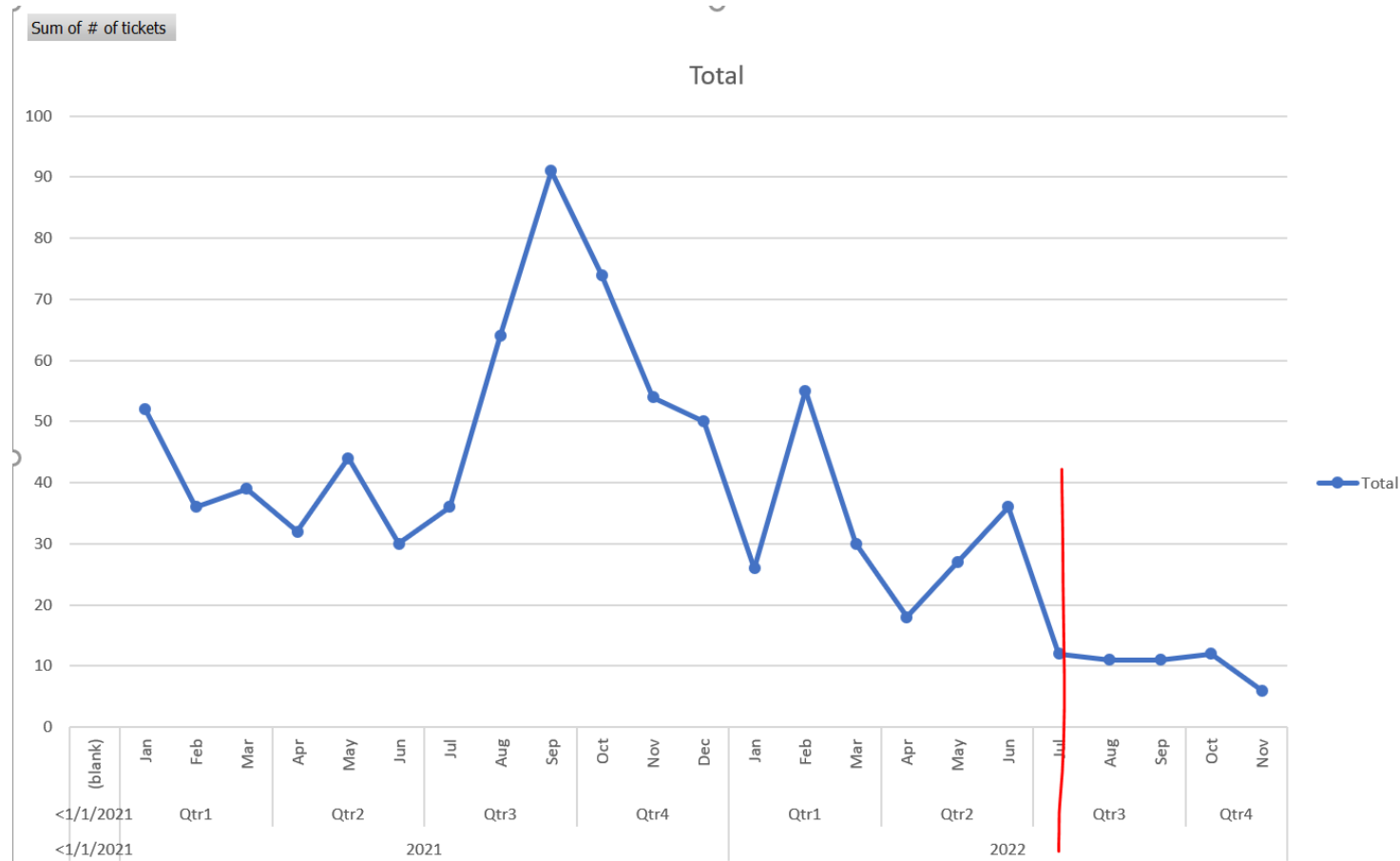


Information Security Program: Security Awareness Training

- Phish Alert Button – since March 2018:
 - 32,604 emails reported
 - 6,482 simulated
 - 26,122 non-simulated
- Takeaways:
 - Steady increase of non-simulated reporting
 - Run-of-the-mill phishing increasingly ignored?
 - Reminders needed to reinforce usage

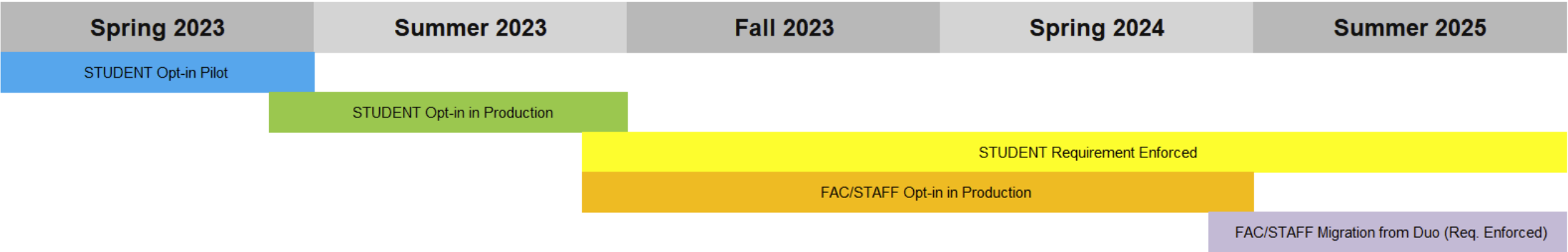


Information Security Program: Compromised account trending





Information Security Program: Azure MFA Roadmap



Gramm-Leach-Bliley Act

16 CFR 314.4(i) Safeguards rule

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Service Provider Arrangements

- All procurement and renewals require Higher Education Community Vendor Assessment Toolkit (HECVAT) and security assessment overview
- Adjusting security assessment requirement and documenting due to vendor pushback and incomplete assessments

Gramm-Leach-Bliley Act

16 CFR 314.4(i) Safeguards rule

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Risk Assessment/Risk Management/Results of Testing: Vulnerability Management Program

- Pentest Items
 - Two critical (Resolved)
 - Eight highs (Resolved)
 - Three moderates (Resolved)
 - Two low (One left to resolve -- Related to Wireless -- Risk is mitigated, no critical data is exposed)
- Monthly patching Cycle
 - Weekly Vulnerability Scanning
 - 0-day response time

Gramm-Leach-Bliley Act

16 CFR 314.4(i) Safeguards rule

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Security Events and How ITS Responded

- Incidents

- 04.22.2022 - EIS-PROD

- Zero-day
 - Received intel of compromise from various sources
 - Taken down same day and restored to production
 - Lessons Learned - Found gap in provisioning process (Sophos)
 - No Personal Identifiable Information (PII) exposure found

- 10.29.2021 - VDI-Relay-Phishing

- Reports of WU sending phishing campaign
 - Incident response team and process engaged same day
 - Lessons Learned – unnecessarily open Simple Mail Transfer Protocol (SMTP) relay to Virtual Desktop Infrastructure (VDI)
 - University of Kansas attacked similarly

Gramm-Leach-Bliley Act

16 CFR 314.4(i) Safeguards rule

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Recommendations for changes: Capital Requests, etc.

- Network Security Monitoring (Zeek/Corelight/Sophos Network Detection and Response (NDR))
- Email/Cloud App Security and Data Leak Prevention (DLP)
- Security Information and Event Management (SIEM)/ Security Orchestration, Automation and Response (SOAR)
- Cold or Hot Site For Disaster Recovery/Business Continuity
- Managed Detection and Response
- Managed Network Honeypots

Recommendations for changes: Payment Card Industry (PCI) Assessment RFP

- Vendor bids (3) currently being reviewed
- Engagement scheduled for Spring 2023 completion



Questions?