

Washburn University Board of Regents Meeting

Memorial Union, Kansas Room

Thursday, 2/2/2023

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 December 8, December 13, December 14, December 20, December 26, 2022 and January 11, 2023 Meetings

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December 13, 2022 Regents Minutes - Page 11

December 14, 2022 Regents Minutes - Page 12

December 20, 2022 Regents Minutes - Page 13

December 26, 2022 Regents Minutes - Page 14

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IV. Officer Reports

A. Chair's Report

B. President's Report

V. New Business

A. Consent Agenda

1. Liquidated Claims Approval - November 2022 - Luther Lee

Liquidated Claims - November 2022 - Page 18

2. Liquidated Claims Approval -December 2022 - Luther Lee

Liquidated Claims - December 2022 - Page 19

3. Faculty/Staff Personnel Actions - Luther Lee

Faculty Staff Personnel Actions - Page 20

4. Amendment to 2022-2023 Board of Regents Meeting Dates - Marc Fried

Change in Meeting Date - Page 21

B. Action Items

1. Washburn University Policies, Regulations, and Procedures Manual - Section E. Benefits - Luther Lee

WUPRPM.Section E.Benefits.Juneteenth - Page 22

2. Washburn University Policies, Regulations, and Procedures Manual - Section E. Benefits - Luther Lee

WUPRPM Section E.Benefits.Educational Assistance - Page 24

3. Washburn USW Local 307L-4 Memorandum of Agreement - Luther Lee

USW MOA - Page 26

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

MACNLE Admission Standards - Page 29

5. Honorary Degree Candidates - President Mazachek

Honorary Degrees - Page 31

6. President's Agreement Ratification - Marc Fried

C. Presentation(s)

1. Programs Washburn Offers at the Correctional Institutions - Laura Stephenson

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WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
December 8, 2022

I. Call to Order

Chairperson Buhler called the meeting to order at 4:00 p.m. in the Conference Center at Washburn Institute of Technology.

II. Roll Call

Present were: Mr. Beck, Ms. Buhler, Mr. Dicus, Mr. Dietrick, *Mr. Nave, Mr. Padilla (left at 5:00 p.m.), Mr. Romero and Mrs. Sourk (arrived at 4:44).

* Participated via Zoom protocol.

III. Approval of Minutes of the October 20 and November 14, 2022 meetings

It was moved by Regent Dicus and seconded by Regent Beck to approve the Minutes of the October 20 and November 14, 2022 meetings. Motion passed.

IV. Officer Reports

A. Chair's Report

Chair Buhler noted that commencement is next week. The Washburn Tech commencement will be on Thursday and Washburn University will have two ceremonies on Friday. Ms. Buhler thanked the regents for their participation in the events.

Chair Buhler noted that the presidential search is on schedule to identify a candidate and start negotiations before the end of the year.

Ms. Buhler noted that holiday time means many events such as Vespers, After Hours, and the campus glow. Chair Buhler encouraged everyone to visit Washburn and enjoy the holiday season.

B. President's Report

President Meek commented on how great it is to be present at Washburn Tech.

Mr. Meek noted that last week the Chronicle for Higher Education published an article looking at 1,300 private and public entities comparing graduation rates before and during the pandemic. Washburn is one of a few that beat the national average by more than 5%, with a rate of 6.9%. President Meek noted that Washburn was the only public institution in Kansas to make that high a mark. Mr. Meek thanked the Center for Student Success and faculty and staff to make sure students cross the stage.

President Meek stated the school of law announced two weeks ago a 3+3 agreement with Pittsburg State so that students can transfer to Washburn School of Law after three years and graduate with both an undergraduate and a law degree after six years. Mr. Meek noted there are currently similar agreements with Forth Hays State, Baker and Washburn.

President Meek mentioned that he met with the Shawnee County Legislative Delegation regarding redistricting for the appointments to the Board of Regents and advised them of language to be provided by John Pinegar and Doug Smith. Mr. Meek believed the delegation was generally supportive of the plan.

President Meek noted that Washburn Tech hosted a Toys for Tots toy build last week. The toys will be donated to Toys for Tots. Mr. Meek said this is another example of collaboration with the greater Topeka/Shawnee County community

President Meek introduced Loren Ferre, Athletic Director, for a recap of athletics in the fall. Mr. Ferre advised that student athletes had a cumulative GPA of 3.40. 74 athletes earned a 4.0 GPA and 70% had a 3.0 or higher. This fall Washburn had 95 students on the MIAA academic honor roll.

Mr. Ferre said the year began with highest number of athletes ever. He added that athletics also oversees in excess of 40 cheerleaders.

Athletic Director Ferre then discussed teams' performance in competition. The football team finished with a 7-4 record, and he informed the Regents that the football team's record was 7-4. James Letcher was named MIAA special teams player of the year and Grant Bruner led the nation in tackles.

Mr. Ferre said Chris Herron, women's volleyball coach, has been at Washburn 21 years and his teams have made the post-season 17 times. The women's volleyball team won the MIAA tournament for first time ever. Women's soccer had most its most wins since 2009 and was one win away from making regionals.

Mr. Ferre told the board that cross-country finished 4th in the conference and 5th in the region. He added that 34 teams competed at regionals and Washburn was honored for having the highest GPA of any team there. Mr. Ferre added that Sonja Smagina, a member of the women's tennis team, played in the ITA tournament in the fall and lost in the championship match in a tiebreaker. Social Media note – webstreaming was strong as all games can be viewed by streaming.

President Meek then introduced Gina Stewart, Executive Director for Administration for the Washburn University Alumni Association and Foundation, to inform the board about the *I Will for Washburn* campaign. Ms. Stewart noted the campaign started in March as a result of generous donors – Greg Greenwood and Bruce McPherson – who created a pool of money to incentivize donors to add Washburn to their estate plans. If a person can document making a bequest to Washburn in their will, they get \$10,000 from the pool of money to spend anywhere at Washburn. Ms. Stewart advised since the campaign started, 26 gifts have already been documented. A good start because such gifts usually take time. Another 50 or so conversations are ongoing for other possible gifts. The

Alumni Association and Foundation offer an estate attorney for free to help donors work on their wills. Ms. Stewart introduced Erin Aldrich, Director of Gift Planning and Development, who is heading up the campaign.

C. Chair appointment to committees

Chairperson Buhler then stated as Regent Nave has now been appointed to the Board, she is appointing him to the Audit Committee if the Board approves. It was moved by Regent Dicus and seconded by Regent Padilla to approve Regent Nave's appointment to the Audit Committee. Motion passed.

V. New Business

A. Consent Agenda

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

- 1. Liquidated Claims Approval – September 2022**
- 2. Liquidated Claims Approval – October 2022**

B. Action Items

1. Personnel

a. Faculty/Staff Personnel Actions

Vice President for Administration and Treasurer Luther Lee presented the item. This action is a reclassification and change in salary for the Financial Aid Advisor position to be more competitive in the marketplace. It was moved by Regent Dietrick and seconded by Regent Beck to approve the reclassification. Motion passed.

b. Academic Sabbaticals 2023-2024

Interim Vice President for Academic Affairs (VPAA) Laura Stephenson presented the item. Sabbaticals are awarded on an annual basis to support faculty development to improve their skills and knowledge in their discipline. A faculty committee reviews applications and then makes recommendations to the VPAA for the President for review. Dr. Stephenson advised the number that can be granted each year is limited to 4% of the full-time faculty, excluding the law faculty. This year there were eight applications plus one from the law school and all nine were recommended. When they return from sabbatical, they are required to present a report on their sabbatical works.

In response to a question if sabbaticals include teaching somewhere else, VPAA Stephenson stated that sabbatical is for study and research, and could include travel outside of country or state. Dr. Stephenson further noted that faculty are

compensated, receiving ½ of their salary plus continuing benefits if on sabbatical for a full year.

Responding to a question about how many faculty is 4% of the full-time faculty, VPAA Stephenson stated that 4% of the full-time faculty works out to be around 9 or 10. It was moved by Regent Dietrick and seconded by Regent Romero to approve the applications for sabbatical. Motion passed.

2. Academic Programs

a. Addition of Certificate – Advanced Emergency Medical Technician (AEMT)

Interim Vice President for Academic Affairs Laura Stephenson presented the item. Washburn Tech currently has an EMT program. This is for those who already have a basic EMT credential. This is a 20-credit-hour program for additional advanced certification. Dr. Stephenson stated that this program is being offered at the request of our community partners. The program has been approved by the technical authority and is eligible for the Promise Scholarship. The program is scheduled to begin in Fall 2023. It was moved by Regent Beck and seconded by Regent Padilla to approve the certificate program. Motion passed.

b. Certificate Change in Welding Technology

Interim Vice President for Academic Affairs Laura Stephenson presented the item. Dr. Stephenson stated this should look familiar because the board approved certificates A and C at the last meeting. This approval is for certificate B, which is part of stackable credentials for the industry. Vice President Stephenson noted this will help address a big demand in our community for welding as last review showed 133 openings in our area. This certificate program was approved by the technical authority and the Kansas Board of Regents. It was moved by Regent Padilla and seconded by Regent Dicus to approve the certificate program. Motion passed.

c. Certificate Name Change – Climate & Energy Control Technologies (HVAC)

Interim Vice President for Academic Affairs Laura Stephenson presented the item. This item involves a simple name change. The Technical Education Authority and Kansas Board of Regents have stated that programs have to say Heating, Ventilation and Air Conditioning in the name of the program. It was moved by Regent Dicus and seconded by Regent Dietrick to approve the name change of the program. Motion passed.

d. Master of Arts in Communication and Leadership (MACNLE) Admission Standards Revision

This item was pulled from the agenda.

3. Washburn University Policy Regulations and Procedures Manual Policy Change – Board Policies – Purchasing and Financial Obligations

Vice President for Administration and Treasurer Luther Lee presented the item. This proposal is to increase the amount for Board pre-approval from \$50,000 to \$100,000. The proposal does not change any internal procedures for when bids and multiple bids are required. Because of inflation, an increasing number of items are coming to the Board. Mr. Lee spoke with the outside auditor regarding this policy change. The outside auditor indicated they have no problem with the change and have seen others make similar adjustments to their policies. Until June 30, 2023, items between \$50,000 and \$100,000 will be listed on the agenda as information items so the board can see the impact of the decision.

Answering a question about if the items will also appear in the liquidated claims items, Mr. Lee stated they would. It was moved by Regent Dicus and seconded by Regent Romero to approve the policy change. Motion passed.

4. Expenditures over \$50,000

a. Living Learning Center Building Automation System Upgrade

Vice President for Administration and Treasurer Luther Lee presented the item. The Living Learning Center's system is obsolete and beginning to fail and it is also harder to find replacement parts. This recommendation involves installing a Trane system to match other systems on campus to allow for consistent controls for all such systems. Funds will come from reserves. It was moved by Regent Beck and seconded by Regent Dietrick to approve the system upgrade. Motion passed.

b. Mulvane Museum HVAC Renovation – Construction Manager at Risk

Vice President for Administration and Treasurer Luther Lee presented the item. The Board approved this project at the September Board meeting. This item is for the Request for Proposal (RFP) issued for a construction manager at risk. Five bids were received, but one backed out because of scheduling. Mr. Lee stated the funding will come from capital funds.

In response to a question if this was the lowest bid, Vice President Lee noted that Washburn's policy does not require the lowest bid. Mr. Lee further noted that bids were reviewed by Mulvane staff, Bartlett & West, facilities and purchasing and KBS was deemed to be the best bid following the policy.

Responding to a question about the total budget, Mr. Lee stated the total budget is about \$1.8 million and this bid is for \$1.3 million. The money comes from the capital budget.

Answering a question about the range of bids, Vice-president Lee stated that he did not have the information but could have the director of purchasing gather

that information. It was moved by Regent Dietrick and seconded by Regent Padilla to approve the hiring of the construction manager at risk. Motion passed.

c. Ellucian Oracle Campus-Wide License

Vice President for Administration and Treasurer Luther Lee presented the item. The item increases coverage for all existing database needs and allows for expansion. This is a sole source project because it is an amendment of an existing contract.

In response to a question about what is an ERP, Mr. Lee explained it is an Enterprise Resource Program and it runs many parts of the Washburn system. It was moved by Regent Romero and seconded by Regent Dietrick to approve the amendment to the existing contract. Motion passed.

d. Bar Review Prep

Vice President for Administration and Treasurer Luther Lee presented the item. Washburn issued an RFP for bar preparation programs. Mr. Lee introduced Dean Jeffrey Jackson from the School of Law to present. Dean Jackson stated that the costs of the bar preparation program will be included as part of the fees for attending law school. Dr. Jackson noted that five years ago, the state of Kansas switched to the Uniform Bar Exam and this has affected the pass rate for Washburn students. A problem is that bar preparation programs are after graduation and payment is required to be in a lump sum so it is not cost effective for students. By making the cost as part of attendance, students can use financial aid to help pay and payments are spread out over the three years of attendance.

Dean Jackson noted that because this goes into effect this year but fees were already set, this covers the costs for students graduating and taking the bar exam after this spring. Washburn will pay less in future years as students being contributing towards the fees, with students enrolling next fall, paying the entire fee. Dr. Jackson also noted that the cost includes a discounted fee for the program, so it will cost the students less overall.

Dean Jackson advised BARBRI was determined to be the best program, as they have a higher bar passage rate and their materials are better than the other vendors. Dr. Jackson added that one of the big draws is they are the leader in preparation for the Uniform Bar Exam and have been doing this training since the Uniform Bar Exam was introduced in 2011.

Dean Jackson further noted that BARBRI is one of only two vendors that has a live program. As a result of the partnership, the School of Law will get some items for free that Washburn has been doing in its own bar review course. Dr. Jackson advised the Board that 40% of the current students take BARBRI which is more than any other vendor. Dean Jackson noted that while KU contracted with another vendor for the same thing, a number of their students are still paying for BARBRI.

Regent Sourk arrived.

Responding to a question about the length of the agreement, Dean Jackson said it is a yearly agreement which will be evaluated on an annual basis and this item is only for payment in the first year.

Regent Romero commended the law school for taking this step to help their students afford this training for the Uniform Bar Exam.

It was moved by Regent Romero and seconded by Regent Dietrick to approve the agreement for the bar preparation program. Motion passed.

e. Investment in Topeka Partnership

President Meek presented. Momentum 2022 is expiring, and Washburn supported that program with a contribution. Momentum 2027 is now starting and the Greater Topeka Partnership (GTP) is asking Washburn to support the new program with another contribution. Mr. Meek noted that GTP has partnered with Washburn on many things, most notably Washburn Tech East. It was moved by Regent Padilla and seconded by Regent Beck to approve the contribution. Regent Dicus abstained. Motion passed.

C. Presentation(s)

1. Quarterly Financial Analysis Report

Vice President for Administration and Treasurer Luther Lee presented. Mr. Lee provided information on first quarter of FY 2023. Tuition revenue is down due to lower enrollment. Residential living revenue is up due to more persons living in the residence hall. Salaries are up primarily due to the 4% program started July 1, 2022. At the request of a board member, Vice President Lee in future reports will add the % of the total budget for year-to-date progress.

2. Cybersecurity Program

John Haverty, Chief Information Officer, presented the item. This presentation to the Board is new. Providing this information to the Board, as well as security activity throughout the year, is now required as part of the Graham Leach Bliley Act. Mr. Haverty explained that there will also be security awareness training for faculty and staff as such educational training is required by both the State of Kansas and our liability insurance carrier.

Mr. Haverty said 32,000 phishing attempts were reported by employees, approximately 6,400 were simulated and 26,000 were non-simulated. Information Technology Systems (ITS) implemented a change in the authentication protocol before the fall semester began in August.

Regent Padilla left the meeting.

CIO Haverty stated that currently Washburn is paying for multi-factor authentication for faculty/staff and some students, but the plan is to have employees and students all on the same protocol through Microsoft, which will save Washburn money. Mr. Haverty reported that ITS began a security health review process as part of Washburn's cybersecurity insurance for the current year to ensure Washburn has appropriate security protocols in place, and to work towards greater coverage than is currently available. ITS also developed a vulnerability management program which checks on vulnerabilities, and maintains regular patching of servers and workstations.

Mr. Haverty then discussed two security events that occurred and how the University responded.

Mr. Haverty then discussed recommendations for changes in the future. All recommended items have been presented to State of Kansas for funding. This past budget, the State set aside \$890,000 for Washburn to address these issues. CIO Haverty added that some items would require third parties to perform monitoring because ITS does not have the capacity.

Responding to a question about ITS staff for cybersecurity, Mr. Haverty stated that they currently have one, but will move one network administrative person over to cybersecurity, but have three or four staff who work to resolve issues when they arise. Adding third-party vendors would help take on the increased requirements.

In response to a question about the \$890,000, Vice President Lee noted that we did not get cybersecurity funding from KBOR in previous years, so that is being added to Washburn's funding request this year to be available for FY 2024.

Answering a question about the percentage of our employees and other institution employees who complete the cybersecurity training, Mr. Haverty stated that it depends on the institution. CIO Haverty added that some other institutions turn off access if training is not completed, but Washburn just sends a reminder at this time.

It was moved by Regent Beck and seconded by Regent Romero to adjourn. Regent Buhler thanked Washburn Tech and Washburn, School of Law and President Meek for all they are doing for our students. Motion passed.

The meeting adjourned 5:11 p.m.

Marc Fried
Secretary, Board of Regents

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
December 13, 2022

I. Call to Order

Chairperson Buhler called the meeting to order at 8:22 a.m. at Evergy, 818 S. Kansas Ave., Topeka, KS.

II. Roll Call

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

III. Executive Session

Chairperson Buhler moved that the Board recess for an executive session for the purpose of discussing potential candidates to serve as the new President of the University. The justification for the executive session is to discuss personal matters of non-elected personnel. The executive session will include time for lunch. The open meeting shall resume at 5:00 p.m. Regent Sourk seconded the motion. Motion passed.

The meeting moved into executive session at 8:23 a.m.

IV. Return to Open session.

The meeting returned to open session at 5:03 p.m. There was discussions about the process for the meeting on December 14.

It was moved by Regent Padilla and seconded by Regent Dietrick to adjourn. Motion passed.

The meeting adjourned at 5:16 p.m.

Marc Fried
Secretary, Board of Regents

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

I. Call to Order

Chairperson Buhler called the meeting to order at 8:26 a.m. at Evergy, 818 S. Kansas Ave., Topeka, KS.

II. Roll Call

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

III. Executive Session

Chairperson Buhler moved that the Board recess for an executive session for the purpose of discussing potential candidates to serve as the new President of the University. The justification for the executive session is to discuss personal matters of non-elected personnel. The open meeting shall resume at 12:00 p.m. Regent Dietrick seconded the motion. Motion passed.

The meeting moved into executive session at 8:26 a.m.

IV. Return to Open session.

The meeting returned to open session at 12:00 p.m.

V. Executive Session.

It was moved by Chairperson Buhler and seconded by Regent Nave to go back into executive session for the same subjects and justifications as stated in the original motion until 12:30 p.m.

The meeting moved into executive session at 12:02 p.m.

VI. Return to Open session.

The meeting returned to open session at 12:30 p.m.

It was moved by Regent Beck and seconded by Regent Dietrick to adjourn. Motion passed.

The meeting adjourned at 12:32 p.m.

Marc Fried
Secretary, Board of Regents

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

I. Call to Order

Chairperson Buhler called the meeting to order at 12:33 p.m. in Room 200A of Morgan Hall on the Washburn University campus.

II. Roll Call

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

* Participated via Zoom protocol

III. Executive Session

Chairperson Buhler moved that the Board recess for an executive session for the purpose of discussing potential candidates to serve as the new President of the University. The justification for the executive session is to discuss personal matters of non-elected personnel. The open meeting shall resume at 1:00 p.m. Regent Beck seconded the motion. Motion passed.

The meeting moved into executive session at 12:33 p.m.

IV. Return to Open session.

The meeting returned to open session at 1:00 p.m.

V. Executive Session.

It was moved by Regent Buhler and seconded by Regent Beck to move into executive session for the same subjects and justifications as stated in the original motion until 1:30 p.m. Motion passed.

The meeting moved into executive session 1:01 p.m.

VI. Return to Open session

The meeting returned to open session at 1:30 p.m.

It was moved by Regent Beck and seconded by Regent Dietrick to adjourn. Motion passed.

The meeting adjourned 1:31 p.m.

Marc Fried
Secretary, Board of Regents

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
December 26, 2022

I. Call to Order

Chairperson Buhler called the meeting to order at 9:02 a.m. in Room 200A of Morgan Hall on the Washburn University campus.

II. Roll Call

Participating were: Mr. Beck, Mrs. Buhler, Mr. Dicus, Mr. Dietrick, Mr. Hulse, Mr. Nave, Mr. Romero and Ms. Sourk. All participated by Zoom protocol.

III. Executive Session

Chairperson Buhler moved that the Board recess for an executive session for the purpose of discussing potential candidates to serve as the new President of the University. The justification for the executive session is to discuss personal matters of non-elected personnel. The open meeting shall resume at 9:33 a.m. Regent Sourk seconded the motion. Motion passed.

The meeting moved into executive session at 9:03 a.m.

IV. Return to Open session.

The meeting returned to open session at 9:33 a.m.

It was moved by Regent Beck and seconded by Regent Dietrick to adjourn. Motion passed.

The meeting adjourned at 9:34 a.m.

Marc Fried
Secretary, Board of Regents

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
January 11, 2023

I. Call to Order

Chairperson Buhler called the meeting to order at 3:00 p.m. in the Washburn Room of the Memorial Union on the Washburn University campus.

II. Roll Call

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

III. Presentation by Board Chair

Good Afternoon and welcome. This is truly a great day for Washburn University and the Topeka community. Thank you all for being here this afternoon.

I'm Shelly Buhler and I serve as the chair of the Washburn University Board of Regents, and it is my honor to introduce our institution's next President. It goes without saying – this is a time of change. Our campus has renewed energy and excitement. Our community is thriving thanks to the efforts of civic and business leaders. Please stand if you are an elected official or community leader. It is a privilege to have you here and we appreciate your support.

There is incredible momentum to make our home an even better place to live, work, study and succeed. Washburn's new president is excited to play a key role in that process. This leader is committed to academic excellence and embodies the core values on which Washburn was built – Integrity, Excellence, Inclusion, Accountability, Respect, Collaboration and Innovation. Our new President will continue to move the university forward while embracing our rich history.

Before I introduce this individual, I want to thank the many people who dedicated their time and talents to make this selection possible.

First, the presidential search committee – chaired by Greg Greenwood. The committee included 28 people who represent diverse sections of our community; faculty, staff and students, along with alumni and members of our community, they spent countless hours reviewing and discussing more than 75 applicants from around the country and then narrowing that large pool. Thank you search committee.

I also want to recognize the Washburn Board of Regents. After the search committee identified a handful of finalists, board members poured over the information before interviewing several finalists. I cannot thank everyone enough for their dedicated service that spanned several days and evenings. This was no easy task. Thank you.

In addition, I want to thank WittKieffer – the search firm that guided us through this process. We were impressed with their diligence in gathering information from stakeholders as well their robust, well rounded approach. Their experience in national searches proved to be invaluable.

Finally, I wish to thank the entire Washburn family for their hard work through this past semester. Interim is a word that was used often on our campus this academic year, and yet despite this time of change, you have continued to put students first, we sincerely appreciate the efforts and focus of everyone to keep operations running smoothly – with special thanks to interim president Marshall Meek. He has led with a strong, steady, and thoughtful approach – always emphasizing the excellence and value of a Washburn education. Thank you, Marshall.

When we began the search process, we identified the qualities of an ideal candidate – community-minded, collaborative, and innovative. We also wanted someone who is bold, visionary and a strong communicator.

With confidence I say we have found someone who checks all the boxes. In addition, she is an Ichabod at heart – two of her children and many members of her extended family are Washburn Alumni – and she lives Washburn’s motto – Not For Ourselves Alone.

At this time, I would entertain a motion to appoint our next President

IV. Motion for Appointment of President and authorization for contract

The following motion was made by Regent member and Mayor of Topeka Michael Padilla:

This individual brings decades of experience in higher education. She has served as a professor, dean, foundation and alumni association president, as well as a Vice-president for Academic Affairs. Now, we add Washburn University President to that prestigious list of titles. We are thrilled to have her begin on February 1st.

I move that Dr. JuliAnn Mazachek be hired as the 15th President of Washburn University and authorize the board chair and vice-chair to complete negotiations and enter into a formal contract with Dr. Mazachek, subject to ratification by the full board at the next regular meeting.

Second by Regent Dietrick. Motion passes unanimously.

V. Presentation by Dr. Mazachek

I'm deeply honored and deeply thrilled to return home to the great state of Kansas and to serve this outstanding institution at such an important time in its history and at an important time in higher education. I am excited about the possibilities we together will explore in the future for Washburn University and I am excited to work with all of you to envision a bright and bold future.

Washburn is at such an exciting point in its history and it's filled with great opportunity and challenge. It is a time when the environment and our work together can create many new opportunities. Washburn has been making a difference in the lives of students for

nearly 158 years and, by golly, we are going to do the best we can to set this firm foundation so that we can build the next 158 years of Washburn University.

Washburn has a dedicated team of leaders. We have outstanding regents, faculty, staff, alumni and community partners, many of whom I know and have worked with first-hand through the years. We cannot possibly get to know what all the possibilities are for Washburn University and its future but I know that when we work together we will discover, we will plan, establish and realize amazing dreams and goals for the future of Washburn.

This is a wonderful place dedicated to its students and their success... to providing an education for all with so many possible educational and career pathways... to teaching excellence... to high-quality academic and technical programs... and to creating truly exceptional learning experiences for our students.

This is the place integral to the success of its community and our state and this is a place poised to take the next step and rise even further. There is so much positive momentum and so many yet-to-be-realized opportunities. I am just so energized and enthusiastic to get started and begin our work together. If you can't tell that, I'll just tell you again. We will build and achieve an outstanding vision and future.

I want you all to know just how honored I am to have been selected as the next president of Washburn University. I look forward to working with all of you and I'm truly excited about our future together. I thank you for being here today and for welcoming Keith and me back home to the Ichabod family and I wish you the very best and I will see you in just a couple of weeks.

Go Bods!

It was moved by Regent Sourk and seconded by Regent Beck to adjourn. Motion passed.

The meeting adjourned at 3:16 p.m.

Marc Fried
Secretary, Board of Regents

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

SUBJECT: Liquidated Claims Approval – November 2022

DESCRIPTION: Listed below is a summary by fund of all claims processed during the month of November 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	\$3,080,902
2.	Debt Retirement & Construction Fund	-0-
3.	Building and Construction Fund	1,025,796
4.	Endowment Fund	-0-
5.	Student Loan Fund	2,850
7.	Tort Claim Fund	263,367
8.	Restricted and Agency Fund	448,852
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	29,943
	Sub-Total	4,851,710
	Payroll	2,996,596
	Payroll Withholding ACH Transactions	2,302,643
	Total	\$10,150,949

WASHBURN INSTITUTE OF TECHNOLOGY		
1.	General Fund	\$280,401
3.	Building and Construction Fund	16,581
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	6,950
13.	Government and Research Fund	-0-
	Sub-Total	303,932
	Payroll	380,302
	Payroll Withholding ACH Transactions	129,355
	Total	\$813,589

Date

JuliAnn Mazachek, President

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

SUBJECT: Liquidated Claims Approval – December 2022

DESCRIPTION: Listed below is a summary by fund of all claims processed during the month of December 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	\$2,184,649
2.	Debt Retirement & Construction Fund	-0-
3.	Building and Construction Fund	550,694
4.	Endowment Fund	-0-
5.	Student Loan Fund	2,500
7.	Tort Claim Fund	25,514
8.	Restricted and Agency Fund	218,589
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	22,089
	Sub-Total	3,004,035
	Payroll	3,341,216
	Payroll Withholding ACH Transactions	3,035,269
	Total	\$9,380,520

WASHBURN INSTITUTE OF TECHNOLOGY		
1.	General Fund	\$296,873
3.	Building and Construction Fund	5,892
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	120,521
13.	Government and Research Fund	71,950
	Sub-Total	495,236
	Payroll	386,705
	Payroll Withholding ACH Transactions	239,142
	Total	\$1,121,083

Date

JuliAnn Mazachek, President

**Agenda Item No. V. A. 3.
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
Freerksen, Janene	Full-time Assistant Director, Student One-Stop, Position # 000534	Effective February 1, 2023	\$52,162 annual pay. Increase of \$15,471 is available from currently budgeted funds.	Position is reclassified based on needs of the department, market, position level, skills, and experience.	Request approval.
Vacant	Full-time, Event and Communications Specialist, Music/Theatre Department Position # 000044	Effective February 3, 2023	\$30,327 annual pay. Increase of \$2,767 is available from currently budgeted funds.	Position is reclassified based on needs of the department, position level, skills, and experience.	Request approval.

RECOMMENDATION:

President Mazachek recommends approval of these personnel actions.

Date

JuliAnn Mazachek, President

Agenda Item No. V. A. 4.
Washburn University Board of Regents

SUBJECT: Amendment to 2022-2023 Board of Regents Meeting Dates

DESCRIPTION:

At the June 23, 2022 meeting, the Board approved the meeting schedule for the 2022-2023 academic year, through September, 2023.

Kansas law requires a public hearing on ad valorem tax and the public budget to be held between August 20 and September 20. As a public entity, Washburn is required to have a public hearing to approve 1) any adjustment to raise the Ad Valorem tax above the Revenue Neutral Rate as set by the County Clerk, if desired; and 2) the public budget.

The current Board meeting schedule includes a meeting on September 21, 2023. To comply with Kansas law, the September meeting date needs to change to Thursday, September 14, 2023.

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION:

President Mazachek recommends the Board of Regents approve a change to the 2022-2023 meeting schedule, deleting the meeting on September 21, 2023, and adding a meeting on September 14, 2023.

Date

JuliAnn Mazachek, President

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

SUBJECT: Washburn University Policies, Regulations, and Procedures Manual -
Section E. Benefits

DESCRIPTION:

The Washburn University Policies, Regulations and Procedures Manual (WUPRPM), Policy Section E.2 contains language related to the Holidays recognized by the University.

The Academic Diversity and Inclusion Committee (ADIC), charged with providing recommendations and proposals to cultivate a diverse and inclusive learning environment at Washburn, formally recommended that Washburn and Washburn Tech begin observing Juneteenth (June 19) as a paid holiday. This will bring the total to ten paid holidays each calendar year. Juneteenth, also known as Freedom Day, Jubilee Day, Liberation Day, and Emancipation Day, commemorates the ending of slavery in the United States.

The trend toward recognizing Juneteenth as a paid holiday has strong momentum at the national, state, and local levels. The U.S. federal government recognized Juneteenth as a federal holiday beginning in 2021. Shawnee County began observing Juneteenth as a paid holiday in 2022.

FINANCIAL IMPLICATIONS:

No additional budget is requested.

RECOMMENDATION:

President Mazachek recommends the Board of Regents approve amendments to Section E. Benefits of the Washburn University Policies, Regulations, and Procedures Manual.

Date

JuliAnn Mazachek, President

WUPRPM. Board Policies

B. Benefits

Revision Date: February 2, 2023

E. Benefits

2. Holidays. All University operations, except for essential operations and emergency situations, are closed for the following holidays (the President may designate the day of observance when the holiday falls on a Saturday or Sunday):

Independence Day, July 4;

Labor Day, 1st Monday in September;

Thanksgiving Day, 4th Thursday in November;

The Friday following Thanksgiving Day;

Christmas Eve Day, December 24th;

Christmas Day, December 25th;

New Year's Day, January 1;

Martin Luther King, Jr. Day, 3rd Monday in January;

Memorial Day, Last Monday in May; and

Juneteenth, June 19th.

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

SUBJECT: Washburn University Policies, Regulations, and Procedures Manual -
Section E. Benefits

DESCRIPTION:

The Washburn University Policies, Regulations and Procedures Manual (WUPRPM), Policy Section E.15 contains language related to the employee eligibility for Educational Assistance.

Recently the administration of the dependent/spouse Educational Assistance was transitioned to Human Resources. In an effort to align the administration of both the employee and dependent/spouse Educational Assistance benefits, a request to modify the definition of eligible employee is requested. Currently, eligible employees are those who are employed in a position authorized to work .5 or greater FTE and will have one year of continuous university employment prior to the end of the term in which enrollment is requested. The request is to remove the reference for requiring one year of continuous University employment prior to the end of the term in which enrollment is requested. Temporary, seasonal, and Student Employees will continue to not be eligible for this benefit.

FINANCIAL IMPLICATIONS:

No additional budget is requested.

RECOMMENDATION:

President Mazachek recommends the Board of Regents approve amendments to Section E. Benefits of the Washburn University Policies, Regulations, and Procedures Manual.

Date

JuliAnn Mazachek, President

WUPRPM. Board Policies

B. Benefits

Revision Date: February 2, 2023

E. Educational Assistance Program

15.2. Eligible Employees. Eligible Employees are those who are employed in a position authorized to work .5 or greater FTE. Temporary, seasonal, and Student Employees are not eligible.

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

SUBJECT: Washburn USW Local 307L-4 Memorandum of Agreement

BACKGROUND:

The current Memorandum of Agreement (MOA) between Washburn University and the United Steel Workers Local 307L-4 expired on January 31, 2023, with an agreed upon contract extension until March 23rd or until such time as the new MOA is ratified by both parties. Representatives of the University and the United Steel Workers met several times in January to negotiate a new MOA.

The proposed revisions to the MOA were voted on and ratified by the membership of USW 307L-4 on January 24, 2023. The proposed new MOA will expire January 31, 2024.

DESCRIPTION:

There were needed changes to Appendix A Job Classification and Wage Rates, attached. While the university continues to recognize the hard work and persistent efforts of the collective bargaining unit to support the Washburn University mission and programming efforts there continues to be challenges with recruiting and retaining talent.

Wages paid to the collective bargaining unit are negotiated separately from wages and raises for other areas of Washburn. The last pay increase received by the collective bargaining unit was effective January 23, 2022. The university is proposing an increase in compensation for Custodian, Senior Custodian, Landscape Technician, Senior Landscape Technician, Maintenance Technician, Senior Maintenance Technician, and Painter positions, retroactive to February 1, 2023. The Auto Shop Mechanic, Carpenter, Electrician, HVAC Mechanic and Plumber positions will receive a \$1,000 one-time stipend, payable on February 10, 2023.

In addition to the Job Classifications and Wage Rates in Appendix A, other modifications to the MOA include 1.) removal of Senior Landscape Technician – Athletics as a collective bargaining unit position; and 2.) updating the MOA distribution method to electronic. No other substantive modifications were made.

FINANCIAL IMPLICATIONS:

Funds for the rate adjustments to current bargaining unit members were set aside from the current year's budget and reallocations within the departments operating funds. No additional funding is needed to cover the remainder of FY23 (February through June).

RECOMMENDATION:

President Mazachek recommends the Board approve the new Memorandum of Agreement.

Date

JuliAnn Mazachek, President

**Memorandum of Agreement between Washburn University and the United Steel Workers
Local 307L-4**

Appendix A: Job Classification and Wage Rates

Job classification and wage rates shall be in accordance with Appendix "A" of this Agreement.

Classification	Wage Rate
Auto Shop Mechanic	\$20.00
Carpenter	\$20.00
Custodian	\$13.00
Senior Custodian	\$13.50
Electrician	\$28.00
Landscape Technician	\$14.50
Senior Landscape Technician	\$15.00
HVAC Mechanic	\$30.00
Maintenance Technician	\$17.50
Sr. Maintenance Technician	\$20.00
Painter	\$21.00
Plumber	\$28.00

No wage opener until January 31, 2024

Agenda Item No. V. B. 4.

Washburn University Board of Regents

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

DESCRIPTION:

Based on careful consideration by faculty members who teach in the Master of Arts in Communication and Leadership program and recommendations by EAB, an update of program admission requirements is sought, to take effect upon approval.

To review, 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

To remove barriers to prospective students while maintaining rigor of the program, 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.

Program faculty met this fall with representatives of EAB. These changes to admission requirements will 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. We hope this will also boost applicants/admissions 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 Mazachek recommends the Board of Regents approval of the update to admission requirements for the Master of Arts in Communication and Leadership program.

Date

JuliAnn Mazachek, President

Agenda Item No. V. B. 5.
Washburn University Board of Regents

SUBJECT: Honorary Degree Candidates

DESCRIPTION:

Faculty, students, Washburn University Foundation members, Washburn Board of Regents members, and Alumni Association members are invited to submit nominations for Honorary Degree recipients every September.

The Committee which consists of the President, Vice President for Academic Affairs, one faculty member from each School and the College, a representative from Washburn Institute of Technology, Alumni Association Director, Washburn University Foundation President, and one student representative appointed by the President to meet in October to review the nominations and send recommendations to the president for Honorary Degrees to be awarded the following May.

The Honorary Degree Committee recommends the following candidates receive Honorary Degrees at the 2023 Spring Commencement ceremonies:

Marla Luckert – School of Law, Doctor of Law LL.D.
Blanche Parks – School of Business, Doctor of Public Service D.P.S.
Susan Farley – School of Applied Studies, Doctor of Humane Letters L.H.D.
David Woods – College of Arts and Sciences, Doctor of Music D.Mus.

FINANCIAL IMPLICATIONS:

The Honorary Degree Program is part of the University’s commencement budget.

RECOMMENDATIONS:

President Mazachek recommends that the Board of Regents approve the awarding of the four Honorary Degrees.

Date

JuliAnn Mazachek, President



Correctional Education



Current Programs at Correctional Facilities

Washburn University	Washburn Tech
Associate of Liberal Studies (TCF) 67 students, 3 cohorts	Carpentry Certificate A (KJCC) 20 students
Bachelor of Integrated Studies (TCF) cohort of about 20 starting in Fall 2023	Welding Certificate A (KJCC) 21 students
	Electrical Certificate B (KJCC) 24 students
	Industrial Production Technology Certificate (TCF) 13 students
	GED (TCF) 50 students

Approximately 195 students currently enrolled in all programs.

Washburn University at Topeka Correctional Facility

Associate of Liberal
Studies

Bachelor of
Integrated Studies

“Students tell me they have high hopes that this program will improve their and their families’ lives in the future.”

Jennifer Pacoianu, English instructor at
TCF



- 67 students pursuing ALS
- About 10 students graduating Spring 2023
- These and others will move on to BIS courses in Fall 2023

“This class means so much to me. It means that I can make a right in my life. It shows that I am using this time in my life to better myself. It shows my son that even though his mom made a mistake I can still pick myself up and do something with my life. It means freedom even when I am behind bars.” -- C.W., ALS student at TCF

“I never thought I would be getting my college degree, especially in prison. I didn’t know where I was going to go after this and this program has given me hope for a better life. I know with my college degree I will have a new optimism for life and I will never stop striving for the dreams that I want in the future. My story is not fully written yet and my past does not define me.” – C.K., ALS student at TCF



- Approximately 928 student credit hours earned
- Average GPA is 3.3
- Fall 2022: 23 students on Dean’s list, 7 students on President’s list

- New cohort begins Fall 2023
- Long term goal is to expand BIS to other facilities

“Over the course of the semester students in the program gain not only the course content, but also a recognizable sense of pride and empowerment as they achieve success in the course.”

Sean Stacy, WU 101 instructor at TCF





Kansas Juvenile Correctional Complex and Topeka Correctional Facility

Washburn Tech



“The key to Washburn Tech's impact is we provide student's an opportunity to learn in a place where opportunities don't exist.”

Marty Devader, Carpentry Instructor



Kansas Juvenile Correctional Complex (KJCC)

General Overview

KJCC is located on approximately 60 acres in northwest Topeka, the Kansas Juvenile Correctional Complex is a medium- and maximum-security facility for male and female juveniles.

Education services at KJCC are contracted through the Smoky Hill Education Service Center in Salina, KS and supports both Washburn Institute of Technology (Washburn Tech) and Lawrence Gardner High School (LGHS).

Career and Technical Education (CTE) academic programs started in 2013 with Washburn Tech

- Two (2) Technical Certificates (Carpentry and Certified Production Technology)
- Instructional Supplies and Equipment are supported by Smoky Hill Education Services



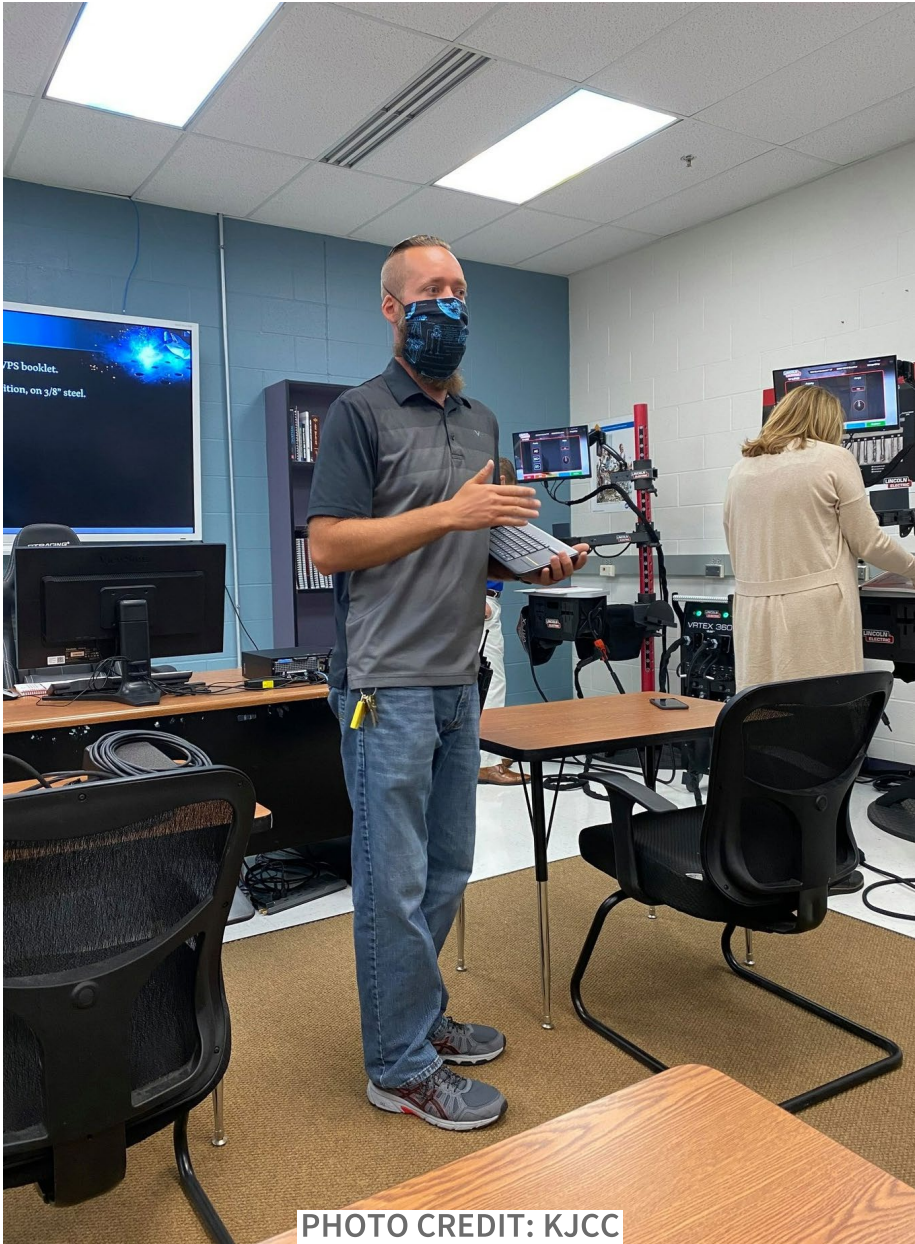


PHOTO CREDIT: KJCC

“ Two years and hating every day at KJCC

His eyes started watering the moment he stepped in the welding shop ...

you care about me ...

you see me...”

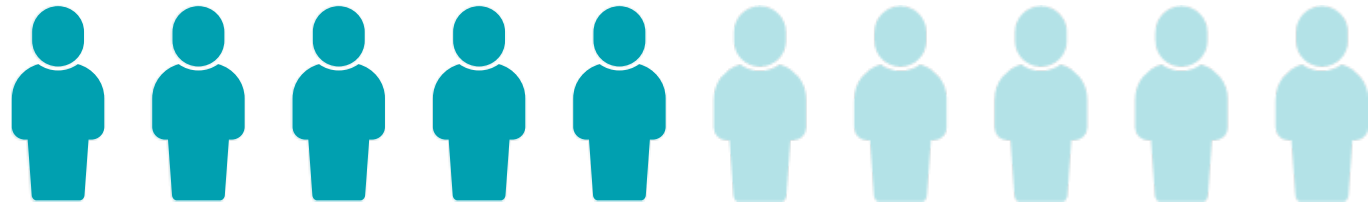
Kyle Weider, Welding Instructor



Kansas Juvenile Correctional Complex (KJCC)

Lawrence Gardner High School (LGHS)

50%



Currently, **over 50%** of the residents at KJCC are **enrolled in at least one** Washburn Tech Program



KJCC Impacts

FA 2013 - Spring 2023



Credit Hours Earned

15,978

Adult & High School Students

Current Technical Programs

4

7 programs offered over last 10 years

Enrollment

1,662

Industry Recognized Credentials (IRC)

2,096

OSHA-10, OSHA 30

Technical Certificates

179



“There is a special kind of pride when you hold in your hands something you made.”

KJCC Instructors



Topeka Correctional Facility

General Overview

Topeka Correctional Facility (TCF) is the **only female correctional facility** in the state of Kansas since 1995. TCF is located on the historical 1905 site of the former Topeka Industrial Institute for African Americans to learn vocational trades. Commonly referred as the Tuskegee Institute of the West until closure in 1955.

Adult Education and Technical Certificate Services

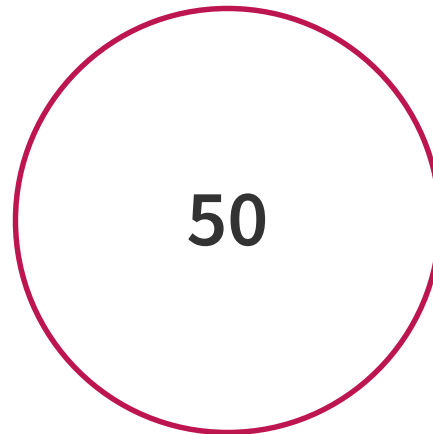
- Adult Education
 - General Education Diploma (GED): Maximum Security from 2016-2018 (Department of Labor Grant)
 - GED: Minimum Security: 2022 - 2024 (KDOC Grant)
 - Accelerating Opportunities Kansas (A-OK) - Industrial Production Technology (IPT):
- **Technical Certificate**
 - Industrial Production Technology (IPT) Certificate A
 - *Second Change Pell Eligible Program*



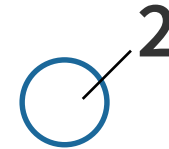


GED IMPACTS

April, 2022 - December, 2022 (7 months)



Students in TCF GED Program



KS High School Diploma Recipients (GED Completer)



TCF Impact

2014-2018; 2021-pres.



Credit Hours Earned

3,566

IPT: 220 credit hours

Current Technical Programs

1

Industrial Production Technology (IPT)

Enrollment

285

IPT: 21 (13 current)

Industry Recognized Credentials (IRC)

1397

IPT: 68 IRC's earned

Technical Certificates

254

IPT: Spring 23 1st Graduates



“I felt equipped and confident to share safety concerns and efficiencies with my supervisor at my job site (KCI).”

IPT Student, TCF



Second Chance Pell

2019

- June: KDOC approaches Washburn University/Washburn Tech
- July: WU/WIT joins the Kansas Consortium for Correctional Higher Education (KCCHE)
- December: WU/WIT applies to DOE to become a SCP “experimental site”

2020

- May: WU/WIT approved by DOE



Second Chance Pell

2021

- January: WU pilots one cohort at TCF
- June: WU/WIT awarded education contracts with KDOC



Second Chance Pell

2022

- January: Washburn Tech begins offering IPT at TCF
- August: Washburn University adds two new cohorts to ALS at TCF



Second Chance Pell

2023

- July: All institutions may offer prison education programs and receive SCP



Second Chance Pell

- KDOC has assured KCCHE members they want to continue with the current providers
- Washburn University is the only four-year institution in KCCHE that offers distance education
- Long term goals for WU and KDOC include WU offering bachelor's degrees in other facilities





Questions?

Thank you!