

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
October 29, 2020

I. Call to Order

Chairperson Beck called the meeting to order at 4:00 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

II. Roll Call

Present were: Mr. Beck, *Ms. Buhler, Mr. Hoferer, Mr. Hulse, Mr. Klausman, *Mrs. Parks, Mrs. Sourk and Mrs. Van Etten. Mr. Padilla did not respond.

* Present via Zoom teleconference call.

III. Approval of Minutes of the September 17, 2020 meeting

Motion by Regent Parks and second by Regent Hoferer to approve the Minutes of the September 17, 2020 meeting. Motion passed.

IV. Officer Reports

A. Chair's Report

Chairperson Beck reported he attended the reception for Mike Manning who made a generous gift to the Law school fund of \$1 million. Washburn is very appreciative of this gift.

Beck said the Indoor Athletic Facility ribbon cutting will be on November 12 and we are looking to have as many Board members present as possible. He requested invitations for the ribbon cutting be sent to former Regents Sneed and McGivern as they were instrumental in getting this facility built.

He said next week the campus is serving as a polling place for the election to help with increased involvement by students.

Beck encouraged dropping off canned food to help with local food banks during these difficult times. Normally this is part of the Emporia State football contest.

He said Washburn will be having football games this fall, although a small season of only two games.

B. President's Report

President Farley said the Office for Civil Rights of the Department of Education conducts a periodic audit of our facilities coordinated through the Kansas Board of Regents. This results from programs receiving Perkins Grant funds. He said Dr. Foster coordinated this work for Washburn.

Dr. Foster noted that Eric Just and Lynn Schofield were very helpful in addressing the findings. The audit made 17 findings, mostly lower cost items like location of toilet paper roll holders. A couple of bigger items were curb cuts for parking lot 5 and looking at adding a unisex toilet in Lee Arena. President Farley noted that while location of toilet paper holders seems small, it can be a difficult situation for someone with a disability, and so it is important to address.

Dr. Farley reported the ITS folks have expanded wifi coverage across campus so students have access in parking lots. ITS has also added laptop kiosks at three locations across campus where students can check one out if needed.

President Farley said the first event at the Indoor Athletic Facility will be a meeting of the Washburn University Foundation Trustees and Alumni board this weekend.

Some individual recognitions: Vice President for Academic Affairs Dr. JuliAnn Mazachek and staff have worked to have a ceremony recognizing graduating students for what they have accomplished. Washburn missed the opportunity to celebrate graduates in Spring 2020, so we are moving forward with recognition for Fall 2020. The event will not be called a graduation because it won't look like a traditional graduation. This recognition be over five days with each school having its own ceremony on a different day. It will be in Lee Arena with students and visitors socially distanced. Each student will be allowed to have two family members attend. Social distancing guidelines will be enforced and students and family will be required to register. The recognition events will also be streamed so others who are unable to attend may watch.

Vice President for Student Life Dr. Eric Grospitch spoke about homecoming. At Dr. Farley's request, Student Life is looking for other ways to engage students on campus. The home football game on November 7 will be the kick off of the schedule of events. There will be activities in the theatre with online interactive functions. A blood drive as well as the food drive that was mentioned by Regent Beck will be part of the activities. One unique event planned is on Friday the 13th a golf cart parade will be held on campus. Students will get two hours to decorate a golf cart and then drive around campus. The winning Top Bods candidates will be crowned at the end of the parade.

President Farley added that the Student Life staff has been working hard to make the semester a good experience for students on campus. Dr. Farley also noted that the Alumni Association hosted an online event last Thursday starring a stand-up comedian, Nicole Burch, who is an alum of Washburn.

Athletic Director Loren Ferre announced that the football home opener, and only home game, will be 3:00 p.m. on November 7 versus NW Missouri State. The game will be more like a scrimmage, with 1st string playing 1st half, and then both teams will use back-ups in 2nd half. Both teams and staffs will be tested on Wednesday per NCAA protocols. 1,700 tickets were available overall and are almost sold out. The game will be streamed online through the conference streaming channel. Concessions will be available but with a limited number of pre-packaged items. No cash will be accepted. Food drive donations will be requested as folks enter the game.

Washburn University President Marshall Meek spoke about alumni. Meek mentioned the large gift from Mike Manning which brings to a close the fundraising program for the law school project. Meek stated that a year ago, the project had raised \$10 million. In the last year, the project received an additional \$4.2 million in donations, and over 1,400 donors contributed to the project. Meek stated he is looking forward to groundbreaking around next May. Dr. Farley commented that the Foundation has done a great job in raising money for this project.

Chairman Beck stated his thanks for the presentations by staff and thanked them for all they do for Washburn.

C. Committee Report(s)

1. Audit Committee

Committee Chair Regent Sourk presented. The committee has met twice since the last meeting. Items from the October 19 meeting will be addressed in the Executive Session. Other items will be addressed in the Action Item later in the meeting.

V. New Business

A. Consent Agenda

Motion by Regent Sourk and second by Regent Hoferer to approve the Consent Agenda. Motion passed.

As approved by action of the Board:

- 1. Liquidated Claims Approval – August 2020**
- 2. Liquidated Claims Approval – September 2020**

B. Action Items

1. Fiscal Year 2020 External Audit Report

Vice President for Administration and Treasurer Chris Kuwitzky presented the item. Kuwitzky said the auditors presented to the committee at its meeting

prior to the Board meeting and will give an abbreviated statement at this meeting.

Regent Hulse leaves the meeting at 4:32 p.m..

Auditor Kaleb Lilly reported they are substantially done with the field audit and do not expect any changes from the draft report. One change from prior years is that a single audit report will be provided separately from the financial statement audit because there is no guidance yet on auditing CARES Act funds. There are two notes that have been discussed with management. The auditors expect to issue a clean report on both reports. If something changes in CARES Act reports, the auditors will come back to the Board.

Director of Finance and Controller Luther Lee presented on Washburn's financial position. Even with changes from COVID-19, Washburn finished in a positive financial position. Washburn had slightly less revenue in 2020 than in 2019, but also had fewer expenses. There was an increase in Cash and Cash Equivalents, mostly due to an increase in collection of past years' receivables by the Foundation. Capital assets increased, primarily due to the construction in process of the Indoor Athletic Facility. Debt service coverage ratio was at 2.9. The goal is to be at 2.0 or above. Total revenues were down by 2% from FY'19 but expenses were down 3% compared to FY'19. Employee expenses were 64% of total budget for FY'20. Total net revenues of \$4.1 million for FY'20, which is comparable to result in FY'19.

It was moved by Regent Klausman and seconded by Regent Sourk to receive the report. Motion passed.

2. WUPRPM Policy Revision – Section E. Benefits

Vice President for Administration and Treasurer Chris Kuwitzky presented the item. The Administration recently took a fresh look at the benefits section to see if Washburn is comparable to other institutions for recruiting and maintaining employees. One issue that arose was that Washburn offers one less holiday. Kuwitzky said this item proposes to revise the holiday schedule to add December 24 as a permanent standing holiday. It was moved by Regent Hoferer and seconded by Regent Van Etten to approve the holiday schedule. Motion passed.

3. Softball Complex – Field Lighting Improvements

Vice President for Administration and Treasurer Chris Kuwitzky presented the item. He said significant improvements have been made to the softball field, so Washburn then explored lighting for the field. Washburn engaged architects and engineers to assess the situation. An RFP was advertised for lighting work. The lowest and best bidder is Torgenson Electric. The cost of this project is funded mostly by private donation with the balance funded by reserves.

President Farley advised the Board that in the agenda item they will notice there is a donor who has been a major contributor to all of the softball field improvements, including the lighting, and so this item also includes a recommendation to recognize Bill and Emilie Gahnstrom for their generosity by naming the field Gahnstrom Field. It was moved by Regent Hoferer and seconded by Regent Van Etten to approve the contract for lighting and naming the facility softball facility Gahnstrom Field. Motion passed.

4. Music Recital Hall

Vice President for Administration and Treasurer Chris Kuwitzky presented the item. Kutwitzky reported the project has been resized and the cost is now at \$6.5 million. Private donations will cover the \$6.5 million. He said Washburn is looking to engage Schwerdt Design Group to do architectural documents for the project.

Vice President for Academic Affairs JuliAnn Mazachek stated that this is another example of a project that has been around for a long time, having first been discussed in 2008. Dr. Mazachek added that the environment in which students perform has a significant impact on their performance.

Dr. Craig Treinan, chair of music department stated that he is very excited about this project. The recital hall allows for a more personal environment for the performers. As planned, it will also allow for streaming of performances and recording of events. Dr. Treinan sees this facility as an opportunity to bring in guest performers to perform who would not want to perform in the larger White Concert Hall, creating opportunities for the students. As a musician, Dr. Treinan appreciates the ability for the audience and the performer to interact in a more personal way.

It was moved by Regent Buhler and seconded by Regent Hoferer to approve the recital hall project. Motion passed.

VI. Executive Session

It was moved by Regent Klausman and seconded by Regent Sourk to go into executive session to receive legal advice until 5:15 p.m. Motion passed. The meeting recessed for the Board to go into executive session.

Executive session adjourned 5:14 p.m. and the regular meeting re-opened at 5:17 p.m.

It was moved by Regent Van Etten and seconded by Regent Hoferer to adjourn.

The meeting adjourned 5:17 p.m.

Marc Fried
Secretary, Board of Regents