

Washburn University Board of Regents



John Dietrick, Chair
John Dicus
John Nave

Jennifer Sourk, Vice Chair
Jake Fisher
Mike Padilla

Shelly Buhler
Linda Jeffrey
Angel Romero

Washburn Mission Statement

Washburn creates educational pathways to success for everyone.

Board of Regents Meeting
Memorial Union, Kansas Room
Thursday, 12/4/2025
3:30 - 5:00 PM CT

I. Call to Order

II. Roll Call

Regent Buhler
Regent Dietrick
Regent Dicus
Regent Fisher
Regent Jeffrey
Regent Nave
Regent Padilla
Regent Romero
Regent Sourk

III. Officer Reports

A. Chair's Report

B. President's Report

C. Committee Report(s)

- 1. Executive and Governance Committee - John Dietrick**
- 2. Academic and Student Affairs Committee - Shelly Buhler**

IV. New Business

A. Consent Agenda

- 1. Approval of Minutes of the October 16, 2025 Meeting**
October 16, 2025 Board of Regents Minutes - Page 3
- 2. Liquidated Claims Approval - July 2025**
Liquidated Claims - July 25 - Page 8
- 3. Liquidated Claims Approval - August 2025**
Liquidated Claims - August 2025 - Page 9
- 4. Liquidated Claims Approval - September 2025**
Liquidated Claims - September 2025 - Page 10

B. Action Items

- 1. Eminentes Universitatis - Luther Lee**
Eminentes Universitatis - Page 11
- 2. Academic Sabbaticals 2026-2027 - John Fritch**
Sabbatical Approval - Page 12
- 3. New Program - Medical Assistant, Certificate B - John Fritch**
Medical Assistant Certificate B - Page 14
Curriculum Map - Page 15

4. Campus Mechanical Systems Upgrade - ESCO Project - Luther Lee

ESCO Project - Page 16

5. Washburn University Revenue Bonds - Luther Lee

Bond Resolution - Page 18

Bond Resolution Attachments - Page 19

6. Yager Stadium - Turf Replacement Project - Luther Lee

Yager Stadium Turf Replacement - Page 26

7. Mulvane Art Museum - Lighting Replacement Project - Luther Lee

Mulvane Art Museum Lighting Replacement - Page 27

C. Information Item(s)

Quarterly Financial Analysis - Page 28

Quarterly Financial Report July-September 2025 - Page 29

V. Next Meeting Date

A. Board of Regent Meeting - February 5, 2026

VI. Executive Session

VII. Adjournment

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
October 16, 2025

I. Call to Order

Chairperson Dietrick called the meeting to order at 3:30 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

II. Roll Call

Present were:

Regent Buhler
Regent Dietrick
Regent Fisher
Regent Jeffrey
Regent Romero
Regent Sourk

III. Reports

A. Chair's Report

Chair Dietrick shared Mayor Padilla was recognized as the 2025 Kansas Mayors Association Mayor of the Year. You can check out the video tribute online. Unfortunately, the Mayor had a conflict today and could not attend the Board Meeting. Congratulations to Mayor Padilla.

Regent Nave arrived at 3:31 p.m.

Chair Dietrick thanked Marshall Meek and Susie Hoffman for organizing a great Alumni trip to Italy in which he was able to go on. There were 139 alumni on the trip. Susie did a wonderful job leading this large group.

Chair Dietrick noted Shared Governance is a prominent issue in higher education and the Board is diligently working on it. They heard from an AGB expert last year. The Board Executive and Governance committee will meet soon to work on a shared governance statement. The President recently appointed a substantial committee for shared governance on campus.

The Chair reminded everyone that next week is Homecoming and invited them to attend one of the many activities. The parade will begin at 10:00 a.m. on Saturday and the football game kicks off at 1:00 p.m. Please come out and support the Ichabods.

B. President's Report

President Mazachek reported the good enrollment for this fall. She recognized Lori Hutchinson and the Communications and Marketing team for ranking #8 in the country for social media activity and a #1 ranking of all Division 2 universities for Instagram. The President attended the WSGA meeting last night and noted the students asked very insightful questions. She held a welcome reception for new faculty in August and the first ever reception for new staff and their supervisors in September. Enrollment celebrations were held last week at Tech and at the University. Approximately five hundred faculty and staff attended and enjoyed a sweet treat and time visiting with colleagues.

President Mazachek shared Sarah Stepp was named the Director of the Mulvane Art Museum last week. Sarah was serving as the interim Director and emerged as the top candidate. Several departments on campus have been hosting K-12 students. Approximately 276 students participated in Women in Science Day and tomorrow 146 high school students will participate in the High School Art Day. It is reported that 30% of these students choose Washburn. The University also hosted two marching band competitions recently with great attendance. Faculty and staff are working diligently to tell Washburn's story.

Lastly, the President noted the Athletic Hall of Fame event will take place this Saturday. Coach Herron will be inducted into the Hall of Fame. Washburn's Volleyball team is ranked #2 in the Country and will play tonight. Dr. Erik McHenry received a book contract for his story he presented to the Board at the last meeting. Congratulations to Dr. McHenry.

C. Committee Report(s)

1. Compliance, Audit and Risk Committee Report

Regent Romero reported the Compliance, Audit and Risk committee met prior to this meeting. Kaleb Lilly with Rubin Brown recapped the status of the audit. It is an unmodified report. They anticipate it will be finalized in November. Because of the government shutdown, the Federal report may be pulled and submitted later. KTWU has always been included in the audit report in a separate section. Since the Corporation for Public Broadcasting no longer exists, it will not be pulled out and reported separately. It will be represented in the report. Great work by Luther and his staff. Shelby Grau and Marc Fried reported on risk management. They are in the process of forming a risk management committee to have a more comprehensive approach to reporting campus wide. Other

information included requirements for the Clery Act and the new Anti-Hazing Act.

2. Finance and Capital Strategies Committee Report

Regent Sourk reported the committee met on September 18. They discussed health insurance renewals, and the good news is it will remain flat. They reviewed the capital projects happening on campus and noted all are going well. The committee analyzed the state funding going into the next session and how they can fill budget gaps.

IV. Information Item(s)

A. FY25 Financial Highlights

Vice President Luther Lee thanked his staff including Debbie White, Rhonda Thornburgh and Jeanette Spurgin. Their hard work helps produce the documents the auditors need to complete their report. Luther also recognized Kaleb Lilly with Rubin Brown and noted he is very understanding of Washburn's timelines and has a good working relationship with his team. Vice President Lee presented a high-level overview of the 2025 financial highlights.

V. New Business

A. Consent Agent

Motion by Regent Sourk and second by Regent Nave to approve the consent agenda. Motion passed.

- 1. Approval of the Minutes of the September 11, 2025 Meeting**
- 2. Liquidated Claims Approval – May 2025**
- 3. Liquidated Claims Approval – June 2025**
- 4. Washburn University Policies, Regulations and Procedures – Section E. Benefits**

B. Action Items

1. Walz Tetrick Agency – FY26 Media Campaign

Lori Hutchinson, Executive Director of Strategic Communications and Marketing, presented this item. Washburn has a master service agreement with Walz Tetrick Advertising in Kansas City, and the University is implementing a new structure

for collaborating with them. Previously, work with this company was approved by the Board as one large contract. Moving forward, projects will come to the Board for approval when they exceed the \$150,000 threshold. Funds are available in the Strategic Communications and Marketing budget for this expenditure.

Motion by Regent Romero and second by Regent Jeffrey to approve an expenditure of \$283,808 to Walz Tetrick for Washburn's annual digital media purchase. Motion passed.

2. Health Plan Renewal

Vice President Luther Lee presented this item.

Regent John Dicus arrived at 4:07 p.m.

Mr. Lee noted that the Watko Benefit Group reviews Washburn's health plan with Blue Cross and Blue Shield (BCBS). Premiums will not be adjusted this year. Luther credits the University's proactive approach to employee wellness.

Jessica Hawkins, Benefits Consultant with Watko, presented an overview of the University's plan. Washburn self-funds medical and dental and BCBS administers the plan. The advantage of being self-funded is the ability to be flexible. Washburn can also see what is driving costs and therefore can make sound decisions. Ms. Hawkins shared the comparison between 2025 to 2026 renewal costs. Overall, there is an expected cost increase of 1.56%, which is good compared with other trends. The plan remains extremely competitive.

Motion by Regent Buhler and second by Regent Fisher to renew Washburn's health plans for one year, effective January 1, 2026. Motion passed.

3. Resolution Establishing Intent to Issue Tax-Exempt Obligations

Vice President Luther Lee presented this item. In August 2025, the Board approved a contract with Trane to perform an audit of the campus' heating, ventilation, and air conditioning equipment. Trane will provide an estimate to update a portion of the system's infrastructure. The University will use the law firm of Gilmore & Bell and Hilltop Securities to assist in evaluating the financing options. Trane will determine the total cost after evaluating the systems and scope of the project, which will be brought to the Board for approval at the December meeting along with the selected financing option. Today, the Board is asked to adopt a resolution authorizing Washburn to issue bonds to finance all or a portion of this project. This will allow the University to pursue bond financing if it is in the best interest of Washburn. This is simply the first step and gives Washburn authority to issue bonds if the Board chooses. Mr. Lee noted the University has used this process for issuing bonds for the new Law School and the Advisors Excel Hall projects.

Regent Dietrick asked if there could be a blend of options for financing. It was noted that all options are on the table and can be combined. Regent Buhler asked if the project is defined for just the main campus. It was confirmed this project is only for the main campus.

Motion by Regent Sourk and second by Regent Jeffrey to adopt the Resolution to authorize the University to issue obligations to finance the costs of this project. Motion passed.

VI. Next Meeting Date

A. Board of Regents Meeting – December 4, 2025

VII. Adjournment

Marc Fried reported there were no matters for Executive Session. Regent Sourk moved the meeting to be adjourned and was seconded by Regent Nave. The meeting adjourned at 4:21 p.m.

Marc Fried
Secretary, Board of Regents

Washburn University Board of Regents

SUBJECT: Liquidated Claims Approval –July 2025

DESCRIPTION: Listed below is a summary by fund of all claims processed during the month of July 2025.

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	\$4,316,692
2.	Debt Retirement & Construction Fund	68,250
3.	Building and Construction Fund	1,806,536
4.	Endowment Fund	-0-
5.	Student Loan Fund	-0-
7.	Tort Claim Fund	46,422
8.	Restricted and Agency Fund	1,036,932
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	250,887
Sub-Total		7,525,719
Payroll		3,511,341
Payroll Withholding ACH Transactions		3,871,512
Total		\$14,908,572

WASHBURN INSTITUTE OF TECHNOLOGY

1.	General Fund	\$236,334
3.	Building and Construction Fund	174,671
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	24,389
13.	Government and Research Fund	65,771
Sub-Total		501,165
Payroll		424,560
Payroll Withholding ACH Transactions		155,192
Total		\$1,080,917

Washburn University Board of Regents

SUBJECT: Liquidated Claims Approval –August 2025

DESCRIPTION: Listed below is a summary by fund of all claims processed during the month of August 2025.

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	\$9,045,852
2.	Debt Retirement & Construction Fund	27,000
3.	Building and Construction Fund	1,740,118
4.	Endowment Fund	-0-
5.	Student Loan Fund	-0-
7.	Tort Claim Fund	-0-
8.	Restricted and Agency Fund	627,906
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	305,410
Sub-Total		11,746,286
Payroll		3,519,463
Payroll Withholding ACH Transactions		2,671,593
Total		\$17,937,342

WASHBURN INSTITUTE OF TECHNOLOGY

1.	General Fund	\$370,525
3.	Building and Construction Fund	6,508
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	28,566
13.	Government and Research Fund	40,561
Sub-Total		446,160
Payroll		485,363
Payroll Withholding ACH Transactions		145,846
Total		\$1,077,369

Washburn University Board of Regents

SUBJECT: Liquidated Claims Approval –September 2025

DESCRIPTION: Listed below is a summary by fund of all claims processed during the month of September 2025.

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	\$4,826,967
2.	Debt Retirement & Construction Fund	370,546
3.	Building and Construction Fund	3,050,604
4.	Endowment Fund	-0-
5.	Student Loan Fund	635
7.	Tort Claim Fund	17,369
8.	Restricted and Agency Fund	663,262
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	73,622
Sub-Total		9,003,005
Payroll		3,762,405
Payroll Withholding ACH Transactions		2,580,392
Total		\$15,345,802

WASHBURN INSTITUTE OF TECHNOLOGY

1.	General Fund	\$367,948
3.	Building and Construction Fund	530,722
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	7,096
13.	Government and Research Fund	6,430
Sub-Total		912,196
Payroll		511,199
Payroll Withholding ACH Transactions		199,365
Total		\$1,622,760

Washburn University Board of Regents

SUBJECT: Eminentes Universitatis

DESCRIPTION:

Washburn University awards the “Eminentes Universitatis” designation to long-term employees who meet the following requirements: employed as a technical instructor, staff employee or equivalent for a period of ten years or more; retire in good standing; and service performed must be judged to have been meritorious. Currently, we have two employees meeting these requirements.

Toni Lewis began her service in the College of Arts & Sciences at Washburn on January 30, 2012. Throughout her time in the College, she displayed exceptional dedication, skill, and support to Washburn. Toni developed deep expertise in program policies and procedures, especially in finance, and mastered evolving information systems that allowed her not only to process and share information efficiently but also to train others with confidence. Across campus, Ms. Lewis was widely recognized for her knowledge, attention to detail, and unwavering willingness to help. Her hard work and commitment to continuous improvement will leave a lasting impact on the College and Washburn as a whole. Ms. Lewis retired as an Office Coordinator on November 13, 2025.

Kerri Pelton began her service at Washburn on December 10, 1984, as a part-time secretary in the Counseling and Testing office. She was hired full-time as a copy clerk in the law school in 1986. In 1988, she was promoted to Secretary in the law clinic and received multiple promotions thereafter until achieving her final Law Clinic Assistant Administrator position. In her 40 years of dedicated service, her expertise assisted countless students and faculty in their efforts to provide legal service in the Topeka community. Ms. Pelton retired November 7, 2025.

FINANCIAL IMPLICATIONS:

None.

RECOMMENDATION:

President Mazachek recommends the Board of Regents bestow the status of “Eminentes Universitatis” to Toni Lewis and Kerri Pelton.

Washburn University Board of Regents

SUBJECT: Academic Sabbaticals 2026-2027

DESCRIPTION:

The Office of Academic Affairs and the Academic Sabbatical Committee solicit and review academic sabbatical proposals. The following individuals are recommended for Academic Sabbaticals in the 2026-2027 academic year:

<u>Faculty</u>	<u>Department</u>	<u>Length</u>
Melanie Burdick	English	One semester
Rhonda Dealey Peterson	Social Work	One semester
Amber Dickinson	Political Science	One semester
Sam Finch	Mass Media	One semester
Linzi Gibson	Psychology	One semester
Louise Krug	English	One semester
Ashley Maxwell	Sociology and Anthropology	One semester
Vanessa Steinroetter	English	One semester
Shane Van Dalsem	School of Business	One semester
Burke Griggs	School of Law	Two semesters
Thomas Sneed	School of Law	One semester

The maximum number of sabbaticals granted in a particular year shall be equal to 4% of the full-time eligible faculty, excluding the Law faculty. For the 2026-2027 academic year, Washburn University may award a maximum of eleven sabbaticals. There were nine applications for academic sabbatical, and nine were recommended.

The number of sabbaticals that may be granted to Law faculty shall be determined by the Dean and the Provost based on the School of Law budget and the needs of the Law School, normally up to two each year. There were five applications in the School of Law, and two were recommended.

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 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.

FINANCIAL IMPLICATIONS:

None.

RECOMMENDATION:

President JuliAnn Mazachek recommends that the Washburn Board of Regents approve Academic Sabbaticals for the 2026-2027 academic year to the above individuals.

Washburn University Board of Regents

SUBJECT: New Washburn Institute of Technology Program: Medical Assistant, Certificate B

DESCRIPTION:

Medical Assistants (MAs) are in high demand in Northeast Kansas. According to the Kansas Department of Labor Long-Term Occupational Projections for Northeast Kansas (2022–2032), there are 125 annual openings for Medical Assistants, with an annual median wage of \$40,908. Additionally, Advisory Committee members representing Lawrence Memorial Hospital, University of Kansas – St. Francis, and Stormont Vail all reported current MA vacancies (Stormont: 12 openings; St. Francis: 4 openings), and discussed difficulties filling vacancies.

Highland Community College, the only other community/technical institution in our labor market region offering an MA program, reported 10 “exited and employed” MA graduates in the 2024 Kansas Training Information Program (KTIP) data. Adding a Medical Assistant program at Washburn Tech will help meet the unmet workforce demand of approximately 125 MAs per year.

The proposed MA program consists of 37 student credit hours, to be completed over three semesters, and aligns with the Kansas Board of Regents (KBOR) Medical Assistant Certificate B curriculum. The curriculum map for this program is attached. The Certificate B describes technical certificate programs between 30 and 44 credit hours. The Certificate B credential reflects the industry standard for medical assistant programs, responds to the needs of industry partners in the area, and allows students to sit for the Certified Medical Assistant, Registered Medical Assistant, and Certified Clinical Medical Assistant exam. The program will be effective Fall 2026, pending approval by Technical Education Authority and KBOR.

FINANCIAL IMPLICATIONS:

A new full-time instructor will be required to teach the program. One-time start-up costs are expected to be minimal, estimated at less than \$10,000 for furniture and office/program equipment. The program will utilize existing resources in the Simulation Lab that are already shared across Washburn Tech’s healthcare programs.

RECOMMENDATION:

President Mazachek recommends the Board of Regents approve the addition of the Washburn Tech Medical Assistant, Certificate B program.



**Medical Assistant,
Cert B CIP 51.0801**

First Year					
Fall			Spring		
Number	Title	Hours	Number	Title	Hours
HCT 126	Medical Terminology ^a	3	HCT 142	Medical Professional Issues ^a	2
HCT 136	Human Anatomy & Physiology ^a	4	HCT 149	Clinical Aspects of Medical Assistant Skills ^a	5
HCT 137	Human Anatomy & Physiology Lab ^a	2	HCT 151	Clinic Communication, Teamwork, and Emotional Intelligence ^a	1
HCT 105	First Aid & CPR ^a	1	HCT 158	Advanced Healthcare Preparedness and Wellness ^a	2
HCT 141	Nutrition ^a	3	HCT 163	Patient Care I Practicum ^a	2
Total Hours		13	Total Hours		12

Second Year					
Fall			Spring		
Number	Title	Hours	Number	Title	Hours
HCT 167	Emergency Preparedness ^a	1			
HCT 170	Medical Administrative Aspects: Medical Assistant Skills ^a	4			
HCT 160	Fundamentals of Phlebotomy ^a	2			
HCT 164	Fundamentals of Phlebotomy Lab ^a	2			
HCT 172	Patient Care II Practicum ^a	2			
HCT 174	Medical Assistant Certification Exam Prep ^a	1			
Total Hours		12			

^a Grade of "C" or higher is required

^b Offered in Fall semester only

^c Offered in Spring semester only

^d Course can also fulfill a general education requirement; discuss with advisor

Systemwide General Education (SGE) Key

010 English	050 Social & Behavioral Sciences
020 Communications	060 Arts & Humanities
030 Math & Statistics	070 Institutionally Designated
040 Natural & Physical Sciences	

Washburn University Board of Regents

SUBJECT: Campus Mechanical Systems Upgrade – ESCO Project

DESCRIPTION:

In August 2025, the Board approved Washburn to enter into a Project Development Agreement with Trane. Since that approval, Trane has performed an investment grade audit that produced project plans of the upgrades and replacements that leverage applicable Inflation Reduction Act Investment Tax Credits, Evergy utility rebates, and energy/operational savings of the new equipment and control systems. Trane delivered a final proposal in November showing final costs and anticipated savings created specifically for the scope of work determined by Washburn University and Trane. That proposal with selected scope items is attached to this agenda item.

The selected scope of the project includes:

- Major heating and cooling system replacements in Petro Allied Health Center, Garvey Fine Arts Center, and Plass Learning Resources Center,
- Heating system replacements in the Memorial Union and Carnegie Library,
- Roof top unit replacements at the Bianchino Pavilion,
- Building automation system control upgrades in Bradbury Thompson Alumni Center, Bennett Computer Center, Bianchino Pavilion, and the Student Wellness & Recreation Center,
- LED Lighting Upgrades across campus
- Decommissioning and equipment removal of the Heat Plant

The final proposal includes the following cost implications:

Project Costs

• Trane engineering, procurement, and construction agreement	\$22,040,374
• Miscellaneous project expenses and contingency	\$ 459,626
• Project Total	\$22,500,000

Future budget implications are \$1,819,170 from IRA Tax incentives and Evergy lighting rebates after project completion and annual energy savings. Miscellaneous project costs include builder's risk insurance, asbestos removal, and contingency.

FINANCIAL IMPLICATIONS:

The total budget for this project is \$22,500,000 including the Trane contract and other miscellaneous project expenses and contingencies. The project will be funded, if approved, by a bond issuance requested in a subsequent agenda item. The debt service would be funded by annual capital funds.

RECOMMENDATION:

President Mazachek recommends the Board of Regents approve the Mechanical Systems Upgrade Project with a budget of \$22,500,000 and award of the energy performance contract to Trane as described above.

Washburn University Board of Regents

SUBJECT: Washburn University Revenue Bonds, Series 2026A
Washburn University Refunding Revenue Bonds, Series 2026B
(the “Bonds”)

DESCRIPTION:

The resolution accomplishes the following steps necessary for the eventual issuance of the Bonds:

- Ratifies the selection of Stifel, Nicolaus & Company, Incorporated as underwriter for the Bonds.
- Directs for the necessary notice of intent to issue the Bonds to be published in the ***Kansas Register***.
- Authorizes the preparation of the necessary offering documents for the sale of the Bonds.
- Authorizes the University President or Vice President for Administration and Treasurer to sign the Bond Purchase Agreement for the sale of the Bonds, all subject to the stated economic parameters in the resolution.
- Authorizes all other necessary action in furtherance of the foregoing.

FINANCIAL IMPLICATIONS:

Final interest rates and annual debt service will be determined at the time the bonds are sold. The final terms of the Bonds will be included in the Bond Resolution that is presented to the Board at its February 5, 2026 meeting.

RECOMMENDATION:

President Mazachek recommends the Board adopt the resolution for the issuance of Bonds.

**EXCERPT OF MINUTES OF A MEETING
OF THE BOARD OF REGENTS OF
WASHBURN UNIVERSITY
HELD ON DECEMBER 4, 2025**

The Board of Regents (the "Board") of Washburn University of Topeka, Shawnee County, Kansas met in regular session on the Washburn University Campus at 3:30 p.m., the following members being present and participating, to-wit:

Absent:

The Chair declared that a quorum was present and called the meeting to order.

* * * * *

(Other Proceedings)

Thereupon, there was presented to the Board a Resolution entitled:

**RESOLUTION DECLARING AN INTENT TO ISSUE REVENUE BONDS OF
WASHBURN UNIVERSITY AND AUTHORIZING THE OFFERING FOR SALE
THEREOF.**

The Resolution was considered and discussed by the Board, and being duly moved and seconded, the Resolution was adopted by the following vote of the Board:

AYE:

NAY:

The Chair declared the Resolution duly adopted and the Board directed that the Resolution be signed by the Chair and attested by the Secretary.

* * * * *

(Other Proceedings)

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CERTIFICATE

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the Board of Regents of Washburn University of Topeka, Shawnee County, Kansas, held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

(SEAL)

Secretary, Board of Regents

RESOLUTION

RESOLUTION DECLARING AN INTENT TO ISSUE REVENUE BONDS OF WASHBURN UNIVERSITY AND AUTHORIZING THE OFFERING FOR SALE THEREOF.

WHEREAS, Washburn University of Topeka, Shawnee County, Kansas (the “University”) is a municipal university, duly created, organized and existing under the laws of the State of Kansas; and

WHEREAS, the Board of Regents of the University (the “Board”) has deemed it advisable to make certain energy efficiency improvements and other related improvements to University facilities, such improvements including but not limited to: decommissioning the existing campus heat plant, installing de-centralized heating in individual buildings, upgrading to energy efficient cooling systems in various buildings, making various mechanical upgrades, and installing LED lighting improvements and digital control systems, all at the total estimated cost of \$22,500,000 (the “Project”); and

WHEREAS, the University is authorized by K.S.A. 13-13a03, *et seq.*, as amended and supplemented (the “Municipal University Act”), to issue bonds of the University for the purpose of acquiring real estate, erecting buildings or additions to present buildings and the purchase of equipment for such buildings and for refunding any indebtedness of the University, provided that the aggregate amount of such bonds outstanding at any one time shall not exceed two percent of the assessed valuation of the taxable tangible property within the corporate limits of the city in which the University is located; and

WHEREAS, the University is further authorized under K.S.A. 76-6a13, *et seq.*, (the “Revenue Bond Act”) to issue revenue bonds of the University for the purpose of paying the costs of the acquisition, construction, equipping and furnishing of dormitories, kitchens, dining halls, student union buildings, field houses, student hospitals, libraries, on-campus parking or additions thereto; and

WHEREAS, due to the current interest rate environment, the University has the opportunity to issue its refunding revenue bonds under the Revenue Bond Act to achieve an interest cost savings on all or a portion of the debt described as follows (the “Refunded Bonds”):

<u>Description</u>	<u>Series</u>	<u>Dated Date</u>	<u>Years</u>	<u>Amount</u>
Revenue Bonds	2015A	June 15, 2015	2026 – 2030, 2041	\$11,190,000

WHEREAS, pursuant to the Municipal University Act and Revenue Bond Act, as applicable, the Board further deems it necessary and advisable to issue its revenue bonds in one or more series (collectively, the “Series 2026 Bonds”) to: (a) pay all or portion of the costs of the Project; (b) refund the Refunded Bonds; and (c) pay costs of issuance of the Series 2026 Bonds; and

WHEREAS, the University has selected Hilltop Securities Inc., Charlotte, North Carolina (the “Financial Advisor”) as the University’s financial advisor and Gilmore & Bell, P.C., Wichita, Kansas (“Bond Counsel”), as the University’s bond counsel in connection with the issuance the Series 2026 Bonds; and

WHEREAS, the Board hereby selects the firm of Stifel, Nicolaus & Company, Incorporated (the “Underwriter”), as underwriter for the Series 2026 Bonds; and

WHEREAS, the Board desires to authorize the officials and representatives of the University, the Underwriter, the Financial Advisor, and Bond Counsel to proceed with the preparation and distribution of

a preliminary official statement and all other preliminary action necessary to sell the Series 2026 Bonds; and

WHEREAS, due to the volatile nature of the municipal bond market and the desire to achieve maximum benefit of timing of the sale of the Series 2026 Bonds, subject to the parameters set forth herein, the Board desires to authorize the University President, or in the absence of the President, the University Vice President for Administration and Treasurer (the “Vice President”) to confirm the sale of the Series 2026 Bonds prior to the next meeting of the Board to adopt the necessary resolution providing for the issuance thereof.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF WASHBURN UNIVERSITY OF TOPEKA AS FOLLOWS:

Section 1. The Board hereby ratifies its intent to proceed with the issuance of the Series 2026 Bonds, the proceeds of which will be applied in accordance with the statements set forth in the preamble to this Resolution, provided that: (a) the aggregate principal amount of the Series 2026 Bonds to pay the costs of the Project and associated financing costs shall not exceed \$23,000,000; (b) the aggregate principal amount of the Series 2026 Bonds to refund the Refunded Bonds and pay associated financing costs shall not exceed \$11,190,000; and (c) the net present value associated with refunding the Refunded Bonds shall not be less than 2.50% of the principal amount of the Refunded Bonds. Pursuant to the requirements of the Revenue Bond Act, there is hereby authorized and directed to be published a Notice of Intent to Issue Revenue Bonds one time in the *Kansas Register* in substantially the form attached hereto as **Exhibit A** hereto (the “Notice”).

Section 2. The Underwriter is hereby authorized to proceed with the offering for sale of the Series 2026 Bonds. The timing of offering for sale, the pricing, and the determination of the structuring and repayment terms of the Series 2026 Bonds shall be determined by the Vice President, in consultation with the Financial Advisor and Bond Counsel. The confirmation of the sale of the Series 2026 Bonds shall be subject to the satisfaction of the requirements set forth herein and in the Notice, the execution of a bond purchase agreement between the Underwriter and the University (the “Bond Purchase Agreement”) in a form approved by Bond Counsel and the Issuer’s legal counsel, and the adoption of a resolution by the Board authorizing the issuance of the Series 2026 Bonds and the execution of various documents necessary to deliver the Series 2026 Bonds. The President or Vice President is hereby authorized to execute the Bond Purchase Agreement subject to satisfaction of the parameters set forth in **Section 1** hereof and in the Notice.

Section 3. There is hereby authorized to be prepared a Preliminary Official Statement relating to the Series 2026 Bonds (the “Preliminary Official Statement”). The University hereby consents to the use and public distribution by the Underwriter of the Preliminary Official Statement in connection with the offering for sale of the Series 2026 Bonds.

Section 4. For the purpose of enabling the Underwriter to comply with the requirements of Rule 15c2-12 of the Securities and Exchange Commission (the “Rule”), the Vice President and other appropriate officers of the University are hereby authorized to: (a) approve the form of the Preliminary Official Statement and to execute the a certificate deeming the Preliminary Official Statement final, such official’s signature thereon being conclusive evidence of such official’s and the University’s approval thereof; (b) covenant to provide continuous secondary market disclosure by annually transmitting certain financial information and operating data and other information necessary to comply with the Rule to the Municipal Securities Rulemaking Board, as applicable; and (c) take such other actions or execute such other documents as such officers in their reasonable judgment deem necessary to enable the Underwriter to comply with the requirement of the Rule.

Section 5. The University agrees to provide to the Underwriter within seven business days of the date of the Bond Purchase Agreement or within sufficient time to accompany any confirmation that requests payment from any customer of the Underwriter, whichever is earlier, sufficient copies of the final Official Statement to enable the Underwriter to comply with the requirements of the Rule and with the requirements of Rule G-32 of the Municipal Securities Rulemaking Board.

Section 6. The President, Vice President, and the other officers and representatives of the University, the Financial Advisor, the Underwriter and Bond Counsel are hereby authorized and directed to take such other action as may be necessary to: (a) carry out the sale of the Series 2026 Bonds; (b) determine the maturities and amounts of the Refunded Bonds and provide for notice of redemption thereof and purchase of securities to be deposited in escrow therefor; and (c) take such other action as may be necessary to carry out the intent of this Resolution.

The transactions described in this Resolution may be conducted, and documents related to the Series 2026 Bonds may be sent, received, executed, and stored, by electronic means or transmissions. Copies, telecopies, electronic files and other reproductions of original executed documents (or documents executed by electronic means or transmissions) shall be deemed to be authentic and valid counterparts of such documents for all purposes, including the filing of any claim, action or suit in the appropriate court of law.

Section 7. Effective Date. This Resolution shall be in full force and effect from and after its adoption.

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ADOPTED by the Board of Regents of Washburn University of Topeka, Shawnee County, Kansas
on December 4, 2025.

(SEAL)

ATTEST:

Chair

Secretary

EXHIBIT A

(Published in the *Kansas Register* on December 11, 2025)

**WASHBURN UNIVERSITY OF TOPEKA BOARD OF REGENTS
NOTICE OF INTENT TO ISSUE REVENUE BONDS**

Notice is hereby given to all persons interested that the Board of Regents (the “Board”) of Washburn University of Topeka, Shawnee County, Kansas (the “University”) has on December 4, 2025, duly adopted a resolution by which it has determined an intent to issue revenue bonds (the “Bonds”) under the authority of K.S.A. 76-6a13 *et seq.*, as amended (the “Act”) in one or more series to: (a) pay the costs of equipping certain building and facilities on the University campus in accordance with the Act (the “Project”); (b) refund previously issued and outstanding revenue bonds of the University; and (c) pay costs of issuance of the Bonds. The aggregate principal amount of the Bonds to pay the costs of the Project and pay costs of issuance shall not exceed \$23,000,000. The aggregate principal amount of the Bonds to refund the Refunded Bonds and pay associated financing costs shall not exceed \$11,190,000. The net present value savings associated with the issuance of the Bonds to refund the refunded bonds shall not be less than 2.50% of the principal amount of the refunded bonds.

Unless an action to contest the legality of the proposed Bonds shall be filed in a court of law within 30 days from December 11, 2025, being the date of publication of this notice in the *Kansas Register*, the right to contest the legality of any Bond issued in compliance with the proceedings taken by the Board prior to the date of such publication and the right to contest the validity of such proceedings shall cease to exist and no court shall thereafter have authority to inquire into such matters.

After the expiration of said 30 days, no one shall have any right to commence an action contesting the validity of the Bonds or the provisions of such proceedings and all such Bonds shall be conclusively presumed to be legal, and no court thereafter shall have authority to inquire into such matters.

Dated: December 4, 2025

The Board of Regents of Washburn University of Topeka,
Shawnee County, Kansas
By: Marc Fried, Secretary

Washburn University Board of Regents

SUBJECT: Yager Stadium – Turf Replacement Project

DESCRIPTION:

Yager Stadium's turf field has reached the end of its useful life as of the end of the 2025 football and soccer seasons. The current turf was installed in 2016 with a warranty period of 8 years. It has performed well and lasted beyond the warranty period. The manufacturer, Shaw Sports Turf, performs yearly inspections and reports that the turf has been well maintained by Washburn and is safe to use for another year but that the playability has deteriorated.

Knowing the turf's end of life was near, Washburn allocated \$250,000 from the FY26 Capital fund for the project, with plans to fully fund the project with the annual Capital funds.

Washburn has determined that utilizing a Shaw turf would be the appropriate product for Yager Stadium based on the history of quality, longevity, and consistency across campus. Several fields including softball, baseball outfield, and the indoor athletic facility are all Shaw Sports Turf products.

Washburn seeks to replace the turf after the Spring 2026 activities. This timeline requires approval to proceed with the project at this Board meeting to secure a spot on the vendors' production and installation calendar.

FINANCIAL IMPLICATIONS:

The total cost of this project is expected to be \$900,000. This cost would be funded through University capital funds, \$250,000 from FY26 and the remainder from FY27.

RECOMMENDATION:

President Mazachek recommends the Board of Regents approve the Yager Stadium Turf Replacement Project.

Washburn University Board of Regents

SUBJECT: Mulvane Art Museum – Lighting Replacement Project

DESCRIPTION:

The Mulvane Art Museum experienced an HVAC replacement project in 2023, impacting some of the interior finishes in the museum galleries. One of the items that could not be replaced during that project was track lighting, which provides gallery quality light for the art exhibitions.

The track lighting system in the Mulvane Art Museum is outdated and soon to be obsolete track and fixture system. The Museum staff would like to replace it with an upgraded track and fixtures that would be interchangeable with the Rita Blitt Gallery.

The Museum staff and Washburn Foundation worked together to raise funds to support the replacement of the track lighting system. The current funding available is \$227,000, including the private funds raised and the remaining contingency from the 2023 HVAC project.

Washburn Facilities and Purchasing departments will work to identify vendors and contractors per Washburn policy and procedures to purchase and install the new lighting.

FINANCIAL IMPLICATIONS:

The total budget for this project is \$227,000. Funds are available through the remaining contingency from the 2023 HVAC project of \$60,000 and private funds of \$167,000.

RECOMMENDATION:

President Mazachek recommends the Board of Regents approve the Mulvane Art Museum Lighting Replacement Project with a not-to-exceed budget of \$227,000.

Washburn University Board of Regents

SUBJECT: Information Item - FY 2026 Quarterly Financial Report, July – September 2025

DESCRIPTION:

The proceeding pages detail the Statements of Revenue and Expenditures for Washburn University and Washburn Institute of Technology for the 3-month period ending September 30, 2025 (FY 2026), with comparative numbers from the same 3-month period ending September 30, 2024 (FY 2025). The operating funds covered in these statements are the WU and WIT General Funds, WU Residential Living Fund, and WU Business & Auxiliary Services Fund. A combined statement detailing the totals of all funds is included as well.

**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, 2025 and 2024**

	FY 2026		FY 2025		
	Budget		Year-to-Date	Year-to-Date	% change
	Amount	% of Total	Actual	Actual	from prior year
Revenues:					
Tuition and fees	\$ 66,454,492	47.5%	\$ 34,449,120	\$ 32,953,033	4.54%
Sales tax	27,300,000	19.5%	7,404,668	7,001,226	5.76%
State appropriations	28,131,901	20.1%	26,754,294	18,099,320	47.82%
Residential Living	5,974,816	4.3%	2,781,595	2,822,066	-1.43%
Business and Auxiliary Services	4,379,780	3.1%	1,766,834	1,565,477	12.86%
Other	7,621,202	5.4%	1,463,501	1,243,325	17.71%
Total revenues	139,862,191	100.0%	74,620,012	63,684,446	17.17%
Expenditures:					
Salaries, wages and benefits	91,374,329	65.3%	21,808,723	20,171,110	8.12%
Scholarships	14,709,560	10.5%	7,372,095	6,267,054	17.63%
Debt service	2,256,224	1.6%	564,056	564,053	0.00%
Utilities	3,882,506	2.8%	811,550	708,972	14.47%
Supplies and materials	3,780,384	2.7%	882,730	633,934	39.25%
Professional services	3,671,340	2.6%	1,817,312	1,157,359	57.02%
Computer hardware, software and maint.	2,894,804	2.1%	2,364,376	2,249,565	5.10%
Travel	2,163,057	1.5%	303,326	125,880	140.96%
Memberships and subscriptions	1,543,549	1.1%	1,033,141	917,383	12.62%
Other	13,586,438	9.7%	3,343,184	2,511,635	33.11%
Total expenditures	139,862,191	100.0%	40,300,493	35,306,944	14.14%
Change in Net Position	\$ -		\$ 34,319,519	\$ 28,377,501	20.94%

Washburn University
General Fund
Statements of Revenues and Expenditures
For the three months ended September 30, 2025 and 2024

	FY 2026		Year-to-Date Actual	FY 2025	% change from prior year
	Budget			Year-to-Date	
	Amount	% of Total		Actual	
Revenues:					
Tuition and fees	\$ 61,630,645	54.4%	\$ 32,067,452	\$ 31,065,821	3.22%
Sales tax	27,300,000	24.1%	7,404,668	7,001,226	5.76%
State appropriations	17,570,000	15.5%	17,570,000	14,270,000	23.13%
KTWU	2,748,956	2.4%	375,386	221,184	69.72%
Endowment Income	401,770	0.4%	-	-	0.00%
Other	3,721,434	3.3%	796,594	672,070	18.53%
Total revenues	113,372,805	100.0%	58,214,100	53,230,301	9.36%
Expenditures:					
Salaries, wages and benefits	78,037,440	68.8%	18,736,188	17,498,898	7.07%
Scholarships	14,223,222	12.5%	7,216,792	6,082,817	18.64%
Professional services	3,457,290	3.0%	1,755,886	1,119,292	56.87%
Utilities	2,269,700	2.0%	497,651	473,151	5.18%
Supplies and materials	2,344,235	2.1%	478,010	376,233	27.05%
Computer hardware, software and maint.	2,615,319	2.3%	2,199,059	2,200,990	-0.09%
Travel	2,125,307	1.9%	299,709	123,287	143.10%
Memberships and subscriptions	1,543,549	1.4%	1,033,141	917,383	12.62%
Other	6,756,743	6.0%	1,406,018	921,152	52.64%
Total expenditures	113,372,805	100.0%	33,622,453	29,713,202	13.16%
Change in Net Position	\$ -		\$ 24,591,647	\$ 23,517,099	4.57%

Washburn Institute of Technology
General Fund
Statements of Revenues and Expenditures
For the three months ended September 30, 2025 and 2024

	FY 2026		FY 2025		
	Budget		Year-to-Date	Year-to-Date	% change
	Amount	% of Total	Actual	Actual	from prior year
Revenues:					
Tuition and fees	\$ 4,823,847	29.9%	\$ 2,381,668	\$ 1,887,212	26.20%
State appropriations	10,561,901	65.5%	9,184,294	3,829,320	139.84%
Other	749,042	4.6%	183,076	236,181	-22.48%
Total revenues	16,134,790	100.0%	11,749,037	5,952,713	97.37%
Expenditures:					
Salaries, wages and benefits	11,417,076	70.8%	2,567,271	2,217,178	15.79%
Supplies and materials	1,228,700	7.6%	365,349	208,985	74.82%
Utilities	678,256	4.2%	137,784	137,378	0.30%
Scholarships	200,000	1.2%	43,647	37,688	15.81%
Professional services	214,050	1.3%	61,427	38,068	61.36%
Repair and maintenance	191,450	1.2%	66,026	39,380	67.67%
Computer hardware, software and maint.	181,350	1.1%	105,090	22,031	377.01%
Space and equipment rental	81,100	0.5%	40,530	27,020	50.00%
Insurance premiums	205,000	1.3%	31,433	24,195	29.92%
Travel	37,750	0.2%	3,617	2,593	39.47%
Other	1,700,058	10.5%	188,385	82,600	128.07%
Total expenditures	16,134,790	100.0%	3,610,557	2,837,115	27.26%
Change in Net Position	\$ -		\$ 8,138,480	\$ 3,115,598	161.22%

Washburn University
Residential Living
Statements of Revenues and Expenditures
For the three months ended September 30, 2025 and 2024

	FY 2026			FY 2025		
	Budget		Year-to-Date	Year-to-Date	% change	
	Amount	% of Total	Actual	Actual	from prior year	
Revenues:						
Room rental	\$ 5,974,816	100.0%	\$ 2,781,595	\$ 2,822,066	-1.43%	
Other	-	0.0%	108,445	113,890	-4.78%	
Total revenues	5,974,816	100.0%	2,890,040	2,935,955	-1.56%	
Expenditures:						
Debt service	1,954,345	32.7%	488,586	487,691	0.18%	
Utilities	671,362	11.2%	133,829	77,956	71.67%	
Salaries, wages and benefits	748,186	12.5%	198,521	173,845	14.19%	
Repair and maintenance	241,783	4.0%	191,730	234,112	-18.10%	
Scholarships	286,338	4.8%	111,656	146,549	-23.81%	
Insurance	85,684	1.4%	23,993	22,630	0.00%	
Supplies and materials	175,839	2.9%	31,966	39,511	-19.10%	
Other	1,811,279	30.3%	91,482	135,596	-32.53%	
Total expenditures	5,974,816	100.0%	1,271,763	1,317,889	-3.50%	
Change in Net Position	\$ -		\$ 1,618,276	\$ 1,618,066	0.01%	

Room Rental				
	FY 2026			FY 2025
	Budget		Year-to-Date	Year-to-Date
	Amount	% of Total	Actual	Actual
Kuehne Hall	\$ -	0.0%	\$ -	\$ 3,367
West Hall	133,104	2.3%	55,064	57,621
Living Learning Center	2,037,295	34.9%	945,567	944,999
Washburn Village	1,483,656	25.4%	749,762	754,826
Lincoln Hall	2,129,529	36.5%	1,018,010	1,019,578
Phi Delta Theta	55,462	0.9%	42,533	28,554
Zeta	-	0.0%	-	50,684
	\$ 5,839,046	97.7%	\$ 2,810,934	\$ 2,859,628

Washburn University
Business and Auxiliary Services
(Memorial Union, Ichabod Shop, Dining, and Vending)
Statements of Revenues and Expenditures
For the three months ended September, 2025 and 2024

	FY 2026		FY 2025		% change from prior year
	Budget		Year-to-Date	Year-to-Date	
	Amount	% of Total	Actual	Actual	
Revenues:					
Ichabod Shop	\$ 2,845,780	65.0%	\$ 1,399,683	\$ 1,201,249	16.52%
Internal Operating Transfer	950,000	21.7%	237,500 #	237,500	0.00%
Dining	544,000	12.4%	43,026	38,454	11.89%
Other	40,000	0.9%	86,626	88,274	-1.87%
Total revenues	4,379,780	100.0%	1,766,834	1,565,477	12.86%
Expenditures:					
Cost of goods sold	1,946,030	44.4%	1,041,942	808,767	28.83%
Salaries, wages and benefits	1,171,627	26.8%	306,743	281,189	9.09%
Debt service	301,879	6.9%	75,470	76,363	-1.17%
Utilities	263,188	6.0%	42,286	20,488	106.40%
Repair and maintenance	187,909	4.3%	49,508	68,136	-27.34%
Computer hardware, software and maint.	98,135	2.2%	60,227	26,544	126.90%
Supplies and materials	31,610	0.7%	7,405	9,205	-19.56%
Other	379,402	8.7%	212,138	148,047	43.29%
Total expenditures	4,379,780	100.0%	1,795,719	1,438,738	24.81%
Change in Net Position	\$ -		\$ (28,884)	\$ 126,739	-122.79%