

**WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
December 4, 2025**

I. Call to Order

Chairperson Dietrick called the meeting to order at 3:32 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

II. Roll Call

Present were:

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

III. Reports

A. Chair's Report

Chair Dietrick recognized Mayor Padilla for his time serving on the Board. The Mayor has chosen not to seek reelection and therefore this will be his last Board of Regents meeting. His service to Washburn University and the community is much appreciated.

B. President's Report

The President thanked the Mayor for bringing Washburn University closer to the City of Topeka. She introduced Dr. Stephen Terry, Vice President of Enrollment Management, and welcomed him to our governing board and this group of leaders.

Regarding the University audit, Federal government finalized the rules which allow the university to do a single audit. There were no major findings.

The President reported the Associated General Contractors of Kansas awarded Washburn Tech both Post Secondary School of the year 2025 Statewide and Post

Secondary School of the year 2025 Northeast Kansas. Students in the School of Business performed well taking the Major Field Test. The Undergraduate BBA students scored in the 90th percentile. The MBA students scored in the 88th percentile compared to other programs. Matteo Madrassi, a former Washburn pole vaulter from Italy, had a perfect score. The Debate Team continues to be excellent and earned Top Squad at its fourth and final tournament of the fall. This is the team's second consecutive tournament win this season. The Math Department hosted 250 students from 29 area high schools for their annual Math Day. The students participated in math testing and the Mathnificent Race which is a scavenger hunt on campus.

The President noted the KC campaign is focused on making Washburn University well known in the Kansas City area. There has been an increase in applications from the targeted high schools. The President and staff placed yard signs in approved yards in the community. Lee Arena renovations finished on time for the first basketball game on November 19. There was a Beam Signing for Advisors Excell Hall which is making great progress and staying on schedule. The soccer and volleyball teams are both in post-season play this weekend with the soccer team playing in the Elite 8.

The President shared upcoming events which include the Tech Toy Build being held tomorrow, Miracle on Kansas Avenue parade on Saturday, Washburn's Night at Topeka Zoo Lights will be held Monday evening, and Commencement ceremonies will take place next Thursday and Friday.

C. Committee Report(s)

1. Executive and Governance Committee Report

Chair Dietrick thanked the committee members, including Regent Sourk, Regent Buhler, and Regent Romero. The committee met on October 29 to develop a shared governance statement. The committee worked with Cynthia Holthaus, Marc Fried and President Mazachek to develop the statement. This is in the beginning phase and will have university wide involvement. A final statement will be brought to the Board for approval in May. President Mazachek added the Shared Governance Task Force will be the first group to review it.

2. Academic and Student Affairs Committee Report

Regent Buhler shared the Academic and Student Affairs Committee had their first meeting yesterday. Provost Fritch shared information on academic program review, Math and English pathways, the Liaoning Normal University (LNNU) Partnership, and curriculum updates. Dr. Claunch provided information on the Student Life team which included the University Behavioral Assessment Team (UBAT), Counseling, the Recreation and Wellness Center, Student Accessibility Services, Health Services, Student Involvement and Development, Residential Life and Career Engagement. The next meeting will be held April 21, 2026.

IV. New Business

A. Consent Agenda

Motion by Regent Dicus and second by Regent Fisher to approve the consent agenda.
Motion passed.

- 1. Approval of the Minutes of October 16, 2025 Meeting**
- 2. Liquidated Claims Approvals – July 2025**
- 3. Liquidated Claims Approval – August 2025**
- 4. Liquidated Claims Approval – September 2025**

B. Action Items

1. Eminentis Universitatis

Provost Fritch presented this item. Washburn awards the Eminentis 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 and retire in good standing. Today we have two employees to honor. Toni Lewis began her service in the College of Arts and Science on January 30, 2012. During her time in the College, she displayed exceptional dedication, skill and support to Washburn. Toni retired as an Office Coordinator on November 13, 2025. Kerri Pelton began her service to 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 her 40 years of dedicated service, her expertise assisted countless students and faculty. President Mazachek recommends the Board of Regents bestow the status of Eminentis Universitatis to Toni Lewis and Kerri Pelton.

Motion by Regent Padilla, second by Regent Jeffrey. Motion passed.

2. Academic Sabbaticals 2026-2027

Provost Fritch presented this item and noted faculty are eligible for sabbatical every 7 years. There is a limit of two from the School of Law and approximately 9 from undergraduate. These recommendations are based on quality of the projects proposed. The Board recently heard from Eric McHenry and his sabbatical experience, and he recently received a publishing contract for his book. There were nine applications for the undergraduate academic sabbatical, and nine are

recommended. There were five applications in the School of Law, and two were recommended. President Mazachek recommends the Board of Regents approve Academic Sabbaticals for the 2026-2027 academic year to the individuals listed on this item.

Motion by Regent Dicus, second by Regent Romero. Motion passed.

3. New Program – Medical Assistant, Certificate B

Provost Fritch presented this item and reported medical assistants are in high demand in Northeast Kansas. Long term projections are 125 annual openings in this field. The proposed program consists of 37 student credit hours, to be completed over three semesters and aligns with KBOR Medical Assistant Certificate B curriculum. A new full-time instructor will be required to teach the program. A one-time start-up cost is expected to be minimal, estimated at less than \$10,000. President Mazachek recommends the Board approve the addition of the Washburn Tech Medical Assistant, Certificate B Program.

Motion by Regent Buhler, second by Regent Jeffrey. Motion passed.

4. Campus Mechanical Systems Upgrade

Vice President Luther Lee presented this item. In August 2025, the Board approved Washburn to enter into a project development agreement with Trane. Since then, Trane has performed an audit that produced project plans of the upgrades and replacements that leverage Inflation Reduction Act Investment Tax credits, Energy rebates, and energy savings of the new equipment and control systems. Vice President Lee introduced Eric Just, Assistant Vice President Facility Services, and Keven Ward with Trane to discuss the results of the audit and answer questions.

Mr. Just and Mr. Ward reviewed the audit and reported final results. Over 75% of the existing equipment is past their life expectancy. The scope of the project includes heat plant decommission and removal of equipment; new heating and cooling systems in Petro, Garvey, Plass, Memorial Union, and Carnegie; building automation system upgrades in Bradbury Thompson, Bennett Computer, and Pavilion; and lighting upgrade to LEDs. A new Plass mechanical room will be added and a new chilled water plant with thermal energy storage ice tanks. Benefits include proactive replacement to avoid failures and risks of downtime, expensive repairs, increased comfort control in buildings, and expected utility savings of \$5.2 million over the next 15 years. It is anticipated to be a 23-month project commencing in mid-December 2025 to take advantage of the winter break and conclude in late Fall 2027.

Regent Sourk asked if it was a rolling schedule. They will put systems in service when ready. The decommissioning of the steam plant is part of the scope.

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

Motion by Regent Nave and second by Regent Sourk. Motion passed.

5. Washburn University Revenue Bonds

Vice President Luther Lee presented this item. The University engaged Gilmore and Bell and Hilltop Securities to help with the project. An RFP was issued to select an underwriter for the new bonds. Luther introduced Mitch Walter with Gilmore and Bell to explain the resolution and bond issuance process.

Mr. Walter shared they selected Stifel as an underwriter for the new bonds based on their response to the RFP. The new bonds will be issued to pay for the project. The total amount of new money from the bonds not to exceed \$23 million for the total project. The bond payments will be financed on a 15-year payment plan. A \$1.9 million annual payment will be funded by capital improvement funds with additional support from local sales tax revenue. Trane holds the risk on it if the project runs over budget.

Mike Newman from Hilltop Securities explained the debt service options. They drafted proposals for 15-year versus 20-year terms, and for level of debt service on new bonds versus level aggregate debt service for all University debts. Washburn opted for a 15-year term with level debt service on new bonds.

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

Motion by Regent Dicus and second by Regent Romero. Motion passed.

6. Yager Stadium – Turf Replacement Project

Vice President Luther Lee reported the Yager stadium turf has reached the end of its useful life at the end of the 2025 football and soccer season. It performed well and lasted beyond the warranty period. The manufacturer, Shaw Sports Turf, performs yearly inspections and states the turf has been well maintained by Washburn but the playability has deteriorated. Washburn allocated money from the FY26 Capital fund for the project with plans to fully fund the project with the annual Capital funds. It has been determined that utilizing Shaw Turf based on history of quality, longevity, and consistency is the best option. It would be replaced after the 2026 activities and total cost of the project is expected to be \$900,000. The warranty period on the new turf will also be 8 years.

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

Motion by Regent Sourk and second by Regent Jeffrey. Motion passed.

7. Mulvane Art Museum – Lighting Replacement Project

Vice President Luther Lee shared the Mulvane Art Museum experienced an HVAC replacement project in 2023, impacting some of the interior finished in the museum galleries. One of the items that could not be replaced during that project was track lighting. It is a system that is outdated and the University would like to replace it with upgraded lighting similar to what was used in the Rita Blitt Gallery. The Museum staff and Washburn Foundation have raised funds to support the replacement. The current funding available is \$227,000, including private funds raised and remaining contingency from the HVAC project.

President Mazachek recommends the Board approve the Mulvane Art Museum lighting replacement project, not to exceed the budget of \$227,000.

Motion by Regent Buhler and second by Regent Padilla. Motion passed.

V. Next Meeting Date

A. Board of Regents Meeting – February 5, 2026

VI. Adjournment

Regent Sourk moved the meeting to be adjourned and was seconded by Regent Nave. The meeting adjourned at 4:39 p.m.

Marc Fried
Secretary, Board of Regents