

Washburn University Board of Regents



Jennifer Sourk, Chair
John Dicus
Jake Fisher

Angel Romero, Vice Chair
John Dietrick
Linda Jeffrey

Shelly Buhler
Spencer Duncan
John Nave

Washburn Mission Statement

Washburn creates educational pathways to success for everyone.

Board of Regents Meeting
Aug 12, 2026 12:30 PM - 1:00 PM CDT
McElroy Board Room, Morgan 200

I Call to Order

II Roll Call

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

III New Business

A Consent Agenda

1 Approval of the Minutes of the June 11, 2026, Meeting

B Action Items

1 Walz Tetrick Agency, General Enrollment Campaign - Lori Hutchinson

2 KC Campaign Agreement, Phase IV, Walz Tetrick Advertising - Lori Hutchinson

3 Washburn University Policies, Regulations and Procedures Manual - Section X. -Cynthia Holthaus

4 Athletic Corridor Master Plan RFP - CMAR Services - Luther Lee

IV Adjournment

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
June 11, 2026

I. Call to Order

Chairperson Dietrick called the meeting to order at 3:33 p.m. in Convocation Hall of the Bradbury Thompson Alumni Center on the Washburn University campus.

II. Roll Call

Present were:

Regent Buhler
Regent Dicus
Regent Dietrick
Regent Duncan
Regent Fisher
Regent Jeffrey
Regent Nave - Absent
Regent Romero
Regent Sourk

III. Officer Reports

A. Chair's Report

Regent Dietrick shared he and President Mazachek will participate in a panel with Paul Friga for Inside Higher Education. They will be discussing governance and strategic frameworks in higher education. The Board Retreat will be held August 12. Today's meeting is the last meeting for John to serve as the Chair of the Board. He shared his appreciation of serving and collaborating with the Board members, President Mazachek, and Washburn leadership.

B. President's Report

President Mazachek noted the Graduation ceremonies all went well and most ceremonies had a full house. This past weekend the university hosted the Mulvane Art Fair. It is a long-standing successful event on campus with many talented artists showcasing their work. The Sunflower Music Festival will launch on June 19 for 8 days of fantastic music with musicians from around the world.

President Mazachek introduced and welcomed the newest member to her leadership team. Dr. Kimberly Chestnut is Washburn's Vice President of Student Life. Dr. Chestnut brings a deep commitment to student well-being and support on campus. She previously worked at the University of Wyoming.

The President shared Washburn Ichabod Athletic Department recorded its highest standing of the Learfield Directors' Cup at 9th place out of 300 schools. This is after last year's record 15th place finish. Congratulations to Washburn's Athletic Director Loren Ferre, the coaches and all the student athletes. Tomorrow is the Ribbon Cutting for Cosmetology at Washburn Tech North. They will be open following the ribbon cutting.

President Mazachek recognized John Dietrick for his leadership the past two years serving as Chair. The Board achieved so much during this time thanks to his direction and support.

C. Committee Report(s)

1. Finance and Capital Strategies Committee

Regent Sourk reported the committee met on May 19th and had a final review of the budget. Details will be presented by Vice President Lee during the meeting.

2. Compliance, Audit and Risk Committee

Regent Romero noted the committee met today prior to the Board meeting. The audit process has begun. Ruben Brown will once again prepare the audit for Washburn. The committee heard a report on student athlete insurance and received good news on Property Insurance renewal rates for Washburn. Both items will be presented today to the full board.

3. Executive and Governance Committee

Regent Dietrick reported the committee met on May 19 and discussed Board nominations for 2026-2027. The committee nominated Regent Sourk to serve as Chair and Regent Romero as Vice Chair. Regent Sourk has longevity on the Board and is very involved at Washburn. Regent Romero brings a wealth of information from the community and lots of excitement to the Board.

IV. New Business

A. Consent Agenda

1. Approval of the Minutes of the May 7, 2026 Meeting

2. Nomination of Board Officers

- 3. Committee Appointments for the Board of Regents**
- 4. Proposed Washburn University Board of Regents' Meeting Date for 2026-2027**
- 5. FY27 Public Rate and Public Budget – Publish Notices of Hearings**
- 6. Liquidated Claims Approval – April 2026**

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

B. Action Items

- 1. Fiscal Year 2027 Operating Budget – Washburn University and Washburn Institute of Technology**

Vice President Luther Lee presented this item and thanked his team comprised of Debbie White, Teresa Lee, Rhonda Thornburg, and Andrea Lagos. He shared the key priorities in budget planning are growth, people, campus and operational efficiencies. The key development assumptions include a 3.5% increase in tuition, a salary program, support for approved scholarship initiatives, reserve for capital projects and allow for inflationary expenditures. There was a collaborative effort to be more efficient in setting a balanced budget.

Vice President Lee noted all courses under the CEP program will be moved to Washburn Tech in the Fall of 2026, to secure future reimbursement payments from the State. Tech is experiencing changes in their budget with the reductions from State funding. The Washburn General Fund is increasing \$5.2 million over last year's budget. Almost 75% of the increase is for salary programs and scholarships.

Motion by Regent Sourk and second by Regent Romero to approve the Fiscal Year 2027 operating budgets for Washburn University and Washburn Institute of Technology of \$131,002,365 and \$17,934,929 respectively. Motion passed.

- 2. Fiscal Year 2027 Washburn Tech Capital Expenditures**

Vice President Lee presented this item and explained, similar to the item submitted in March for Washburn capital expenditures, this item lists capital projects for FY27 for Washburn Tech. The total budget for capital expenditure is \$1,041,000 which is a 50/50 split from Capital Outlay State Aid and from required matching funds.

Motion by Regent Dicus and second by Regent Jeffrey to approve the proposed expenditures from the FY 27 Washburn Tech Capital Outlay funds. Motion passed.

3. Athletic Corridor Project

a. Design Services for Football Locker Room, Plaza and Pathways

Vice President Luther Lee noted this item will be presented by Eric Just, Assistant Vice President Facilities Services. Mr. Just explained the project was approved by the Board last August and noted it was best to split it into two projects of design services for the Football Locker Room, Plaza and Pathways project and Design Build Services for the Tennis Complex.

Mr. Just noted Washburn issued an RFP for the Football Locker Room, Plaza, and Pathways and received proposals from nine design firms. A team from Washburn reviewed the proposals and interviewed four firms to evaluate the contractors' experience with similar projects, their team members, their interview presentation, and cost of their services. Washburn recommends Ampere Design to be awarded the design services contract for this project. Ampere Design is focused on athletics facilities, and their team members have significant experience with locker rooms and plaza areas.

Motion by Regent Fisher and second by Regent Dicus to approve the Design Services contract for the Football Locker Room, Plaza and Pathways to Ampere Design in the amount of \$165,000. Motion passed.

b. Design Build Services for Tennis Complex

Eric Just, Assistant Vice President Facilities Services, presented this item and shared the University determined the most efficient method of achieving the goals of the Tennis Complex project would be to engage a Design-Build contractor. Washburn issued an RFP for the Tennis Complex and received proposals from four contractors. The top two ranked contractors were interviewed. A committee from Washburn evaluated the proposals based on contractor's experience with similar project, the team members, their interview responses, and estimated cost of their services.

Mr. Just reported Washburn recommends awarding the contract to Tarkett Sports Construction. Tarkett has significant experience with tennis complexes nationwide and is the official tennis surface of the MIAA. They offer a 50-year structural warranty and a ten-year surface warranty. Both Athletic Corridor projects will be privately funded.

Motion by Regent Romero and second by Regent Buhler to approve the design-build contract for the Tennis Complex to Tarkett Sports Construction for costs up to the total project budget of \$3,000,000. Motion passed.

3. Student Athlete Insurance Renewal

Vice President Luther Lee presented this item and shared Washburn's policy requires student athletes to have primary insurance to participate in University Athletics. The University also maintains a secondary insurance policy to cover costs for injuries sustained during practice or competition. This also helps with costs not covered by the student's primary insurance.

Chuck Howze, Senior Vice President of Collegiate Sports for Dissinger Reed, a division of HUB International, gave a report to the Compliance, Audit and Risk committee earlier today. It was noted he met with companies who provided an analysis for the years 2020-2024 and the claims loss ratio is 115% which has consistently exceeded the aggregate deductible for each year. Dissinger Reed has proposed a renewal package for 2026-27 with an Aggregate Deductible of \$305,000, an increase of \$55,000 from our current year plan. It offers the lowest cost compared to other renewal options. If approved, Dissinger Reed will bind the renewal with Zurich for an August 1, 2026 effective date.

Motion by Regent Sourk and second by Regent Dicus to approve the Student Athlete Secondary Insurance renewal package as proposed by Dissinger Reed, with a policy carried by Zurich American Life Insurance and claims paid by Bob McCloskey Insurance, including hard costs of \$73,000 and claims account funding ranging from the recommended \$152,550 to the plan maximum of \$305,000. Motion passed.

4. Property Insurance Renewal

Vice President Luther Lee presented this item and introduced Mark Wilkerson, Senior Vice President with IMA Corporation. Mr. Wilkerson shared IMA worked with APIP to develop aggressive pricing targets. The final renewal rate of \$783,657 is a 13% rate decrease from Washburn's current rate of \$868,036. This rate reflects the effectiveness of their proactive marketing approach and their ability to capitalize on the current market conditions. Based on claims history and the current provider's desire to keep Washburn as a customer, the total premium for Fiscal Year 2026-2027 operating budget will be \$783,657.

Motion by Regent Buhler and second by Regent Jeffrey to approve the property insurance policy at the renewal cost of \$783,657. Motion passed.

V. Next Meeting Date

A. Board of Regents Retreat – August 12, 2026

B. Board of Regents Meeting – September 10, 2026

VI. Adjournment

Motion by Regent Sourk and second by Regent Dicus to adjourn the meeting at 4:15 p.m.
Motion passed.

Washburn University Board of Regents

SUBJECT: Walz Tetrick Agency, General Enrollment Campaign

DESCRIPTION:

Walz Tetrick Agency (WTA) will provide a strategic mix of media tactics (digital media advertising campaigns) to deliver brand messaging to prospective students and parents most likely to be interested in Washburn University. The objectives of the campaign are to increase awareness, applications and enrollment in the state of Kansas. The campaign's media execution includes paid search, Performance Max (Google), YouTube, Meta (Facebook, Instagram, et al), TikTok and streaming audio. WTA will create videos, audio and digital display ads as part of the campaign and will heavily feature images of Washburn's new Advisors Excel Hall. Less emphasis will be placed on print materials, so more resources can support digital efforts. The campaign will run through the end of FY27.

FINANCIAL IMPLICATIONS:

The budget for WTA's media campaign is \$350,000, including \$255,800 in media execution and \$94,200 for creative execution and agency retention. Funds are available in the University Strategic Communications and Marketing budget to cover these costs.

RECOMMENDATION:

President Mazachek recommends the Board of Regents approve the expenditure of \$350,000.

Washburn University Board of Regents

SUBJECT: KC Campaign Agreement, Phase IV, with Walz Tetrick Advertising

DESCRIPTION:

Washburn, as part of our strategic enrollment plan, continues efforts to increase our market share in the Kansas City area. Results are encouraging since launching the first of three campaigns with our advertising agency, Walz Tetrick Advertising (WTA), in Spring 2025. Fall 2026 applications show a strong increase in the number of Kansas City students, up 20% from Johnson County and 22% from Wyandotte County. We are now prepared to launch Phase IV, featuring updated creative content in a multi-tactic campaign that will run from mid-August to the end of November 2026. WTA's proposed communication strategy includes connected TV (digital and streaming television), broadcast TV to coincide with the start of the NFL/college football seasons, streaming audio (podcast), broadcast radio, digital display and video, and Google search channels and billboards. The media execution expenditure of the Phase IV campaign is \$344,278, which includes a traditional broadcast television buy of \$214,638 – the most expensive tactic yet the most effective when trying to reach the biggest audience as we grow our brand. Creative execution is an additional \$57,527 bringing the total expenditure to \$401,825.

FINANCIAL IMPLICATIONS:

An expenditure of \$401,825 from University Strategic Communications & Marketing budget and funds identified by the President.

RECOMMENDATION:

President Mazachek recommends the Board of Regents approve the expenditure of \$401,825 to Walz Tetrick Advertising.

Washburn University Board of Regents

SUBJECT: Washburn University Policies, Regulations, and Procedures Manual –
Section X. Risk Management and Safety, “Minors on Campus”

DESCRIPTION:

Washburn University Administration normally updates policies and procedures as required or requested through compliance needs, working environment, risk management, or as it becomes apparent. The Washburn University Policies, Regulations, and Procedures Manual Section X. on Risk Management and Safety adds language governing Washburn and employees responsibilities related to minors present on our campuses. The attached policy language establishes the scope of the policy, general requirements, and when background checks must be completed. Our regulations and procedures to implement this policy have also been drafted and are being reviewed by those with expertise or who have experience with our programs involving minors.

FINANCIAL IMPLICATIONS:

No additional budget is requested.

RECOMMENDATION:

President Mazachek recommends the Board of Regents approve a new policy, “Minors on Campus” be added to Section X. Risk Management and Safety of the Washburn University Policies, Regulations, and Procedures Manual.

9. Minors on Campus

9.1 Purpose. To implement reasonable standards and procedures for the protection of minors participating in programs and activities occurring on Washburn University property, sponsored by Washburn, or conducted under the direction or control of Washburn, regardless of location. Washburn University is committed to providing a safe and appropriate environment for minors who visit campus, attend Washburn-sponsored programs, participate in camps or clinics, or are otherwise entrusted to the care, custody, control, or supervision of Washburn employees, volunteers, students, contractors, or third-party program providers.

9.2 Establishment of Regulations. The Administration shall establish regulations and procedures to safeguard minors who are present on Washburn University property, participating in Washburn University-sponsored programs or activities, or participating in programs or activities operated by third parties using University facilities.

9.3 Scope. All members of the Washburn community who interact with minors are expected to act in a professional manner, follow Washburn policies and regulations, comply with applicable federal and state laws, and immediately report suspected abuse, neglect, inappropriate conduct, or violations of this policy as outlined in regulations.

This includes Washburn University, Washburn Institute of Technology, all Washburn-affiliated departments, units, programs, facilities, property, vehicles, and activities owned, leased, operated, controlled, sponsored, or authorized by Washburn, unless otherwise stated.

Third-party organizations using Washburn facilities for programs involving minors are also expected to comply with this policy and any additional requirements contained in written agreements, facility-use agreements, insurance requirements, or program-specific procedures established by Washburn.

9.4 General requirements. Minors are generally permitted on Washburn University property as invitees, participants, students, visitors, or attendees of Washburn-sponsored or public events. When minors are not participating in a covered program or activity, responsibility for their supervision remains with their parent, legal guardian, school, sponsoring organization, or other responsible adult. *See also Washburn University Policy, Regulation and Procedure Manual Policy Section F.6. Children in the Workplace.*

Minors participating in covered programs or activities may use the Washburn facilities identified for that program, subject to supervision requirements, safety restrictions, facility rules, and any limitations established by Washburn. We reserve the right to restrict minors from certain areas or equipment, including but not limited to storage areas, mechanical rooms, laboratories, training rooms, residence hall areas, athletic training areas, roofs, maintenance areas, or other locations presenting safety, privacy, or security concerns.

9.5 Background Check. Authorized adults who have direct contact with minors in covered programs or activities must successfully complete a criminal background check before working with minors, unless an exception is approved in writing by the designated University official. At a minimum, no individual may serve as an authorized adult if the individual is listed on a sex offender registry or has been determined by the University to be unsuitable for work with minors.

Washburn University Board of Regents

SUBJECT: Athletic Corridor Master Plan RFP - CMAR Services for Football Locker Room, Plaza, and Pathways

DESCRIPTION:

At the August 2025 meeting, the Board approved the Athletic Corridor Master plan and the fundraising efforts to pursue the improvements in the plan. The plan provides concepts for campus improvements along College Avenue from Durow Road to SW 18th Street.

Washburn issued an RFP for a Construction Manager at Risk (CMAR) Services for the Football Locker Room, Plaza, and Pathway scope package, titled Athletic Corridor RFP. Proposals were received from seven design firms. The proposals were reviewed and ranked. The top three ranked design firms were invited to participate in interviews with a committee comprised of facilities and athletic department members. The evaluation was based on the contractor's experience with similar projects, the team members proposed, their interview presentation, schedule, and quality management processes, and the cost of their services.

Washburn recommends Loyd Builders to be awarded the CMAR services contract for this project. Loyd is located in Ottawa, Kansas and has performed several similar athletic and locker room projects. Loyd has performed several Topeka-area projects recently and provided a favorable fee structure for the project.

FINANCIAL IMPLICATIONS:

The CMAR will manage the construction cost of the \$5.5 million budget of this project. The project will be fully funded with private gifts, which includes the cost of CMAR services.

RECOMMENDATION:

President Mazachek recommends the Board of Regents approve the CMAR services contract for the Athletic Corridor Project to Loyd Builders that supports the maximum project budget of \$5.5 million.