**KANSAS WESLEYAN UNIVERSITY**

**Compliance Task Force**

**Thursday, November 21, 2019**

**Present:** William Backlin (Chair), Rhonda Bethe, Jasmin Dauner, Michelle Jensen, Damon Kraft, & Matt Thompson

**Absent:** Val McDowell, Bridget Weiser, & Steve Wilson

**Call to Order:** William Backlin (Chair) called the meeting to order at 4:00 p.m. in PH-325

**Unfinished Business:**

* Review Committee Dashboard: Dr. Backlin presented the CTF 2019-2020 Dashboard. No changes were given. Motion was made to accept the dashboard. Motion passed.
* Policy Review: Dr. Backlin reviewed the Annual Document Gathering Record. In the ensuing discussion, it was mentioned that the six policies (Clock Hour/Credit Hour, Student Complaint, Published Transfer, Satisfactory Academic Progress, Accurate/Timely/Appropriate Information for Current & Prospective Students, and Standing with State and Other Accrediting Agencies) would be reviewed in the SP20 term. It was suggested for the 20-21 academic year that the policy review occur during the FA20 term for catalog purposes. Beginning in FA20, all six policies will be reviewed.
* Missing Documentation: Dr. Backlin mention which documents were missing on the spreadsheet:
  + Student Complaint (Dr. Backlin currently working on; reports have been received, but working on formatting);
  + Auditor’s Report for 18-19;
  + Fnancial aid’s PPA [Program Participation Agreement] and ECAR [Eligibility and Certification Approval Report];
  + National Student Clearinghouse Record Submission/Degree Verify (Graduates);
  + Federal Student Aid final audit determination Notice/Letter; 3-year cohort default rate notification letter for 17-18 and 18-19;
  + Equity in Athletics Institution Information and Registration as well as Completion Certificate for 19-20;
  + KWU Accreditation and Certification Chart for 19-20
  + KWU Student Outcome Data Types (list and data updates on KWU website)
  + KWU Advertising Materials for 19-20; and
  + Comprehensive evaluation reports and action letters from interim monitoring prepared for institutional and specialized accrediting agencies for 17-18, 18-19, and 19-20.

**New Business:**

* No new business was discussed.

**Other:**

* No other items were discussed.

**Next meeting:** To be scheduled for February 13, 2020.

**Adjournment:** With no further business to address, William Backlin (Chair) adjourned the meeting at 5:00 p.m.

Respectfully Submitted,

Dr. William Backlin

Academic Dean and Meeting Recorder