**KANSAS WESLEYAN UNIVERSITY**

**Institutional Assessment and Research Council (IARC)**

**Wednesday, August 28, 2019 Minutes**

**Present:** William Backlin (Chair), Andrew Bedrous, Janeane Houchin, Damon Kraft,

Bryan McCullar, Byron Norris, Trish Petak, Matt Thompson, & Kevin Wright

**Absent:** Bridget Weiser

**Call to Order:** William Backlin (Chair) called the meeting to order at 3:00 p.m. in PH-325.

**Unfinished Business:**

* Dr. Backlin presented the 2019-2020 dashboard. Discussion ensued with suggestion changes. Changes regarding OFI 2: Evaluate how to merge Academic Prioritization processes into Forms G & H (Program Review – Annual & 5-year). With changes in place a motion to approve the 2019-2020 dashboard was rendered by Janeane Houchin and seconded by Andrew Bedrous. Motion to pass was unanimously approved.

**New Business:**

* 2019-2020 IARC Assessment Handbook was discussed. Dr. Backlin stated that the updated Liberal Studies rubrics have been added to the handbook. Once all forms have been updated, they will also be added to the handbook. Dr. Backlin mentioned the need to reformat table of contents to reflect handbook content areas. The goal is to present the proposed revision of the handbook at the September 18th meeting.
* Assessment Central Canvas – discussion centered on the attributes of the Assessment Central Canvas site and the KWU Intranet site. Concerns of accessibility of KWU Intranet site was discussed as well as concerns regarding the Assessment Central Canvas site. After discussion, it was concluded that this particular topic needs to be vetted with KWU full-time faculty. Both sites would need substantial revision to ensure all needed and updated documents would be in place at both sites.
* Approval of Assessment “Due” Date changes (Forms C & G) – Dr. Kraft mentioned that since this was discussed at the August Faculty Meeting, that approval to change would be honored. Further discussion regarding moving the due date for 5-year program reviews were also discussed due to the Academic Prioritization Process that is occurring during the FA19 term. It was mentioned to allow late submission for programs under their 5-year review on a case-by-case basis. All reviews will need to be submitted sometime during the early part of the SP20 term.
* Future Academic Prioritization and IARC involvement – Dr. Backlin shared his concerns regarding the current Academic Prioritization processes and the possibility of having IARC taking a larger role in said review. Dr. Kraft proposed that IARC members would take on the review of pre-identified assessment submission, but not necessarily review all the various types of assessment submissions. As this was the initial discussion on this topic, future conversations are warranted.

**Other:** No other business was discussed.

**Next meeting:** Wednesday, September 18, 2019, at 3:00 p.m. in PH-325.

**Adjournment:** With no further business to address, William Backlin (Chair) adjourned the meeting at 3:50 p.m.

Respectfully Submitted,

William Backlin

Academic Dean and Meeting Recorder