**KANSAS WESLEYAN UNIVERSITY**

**Division Council**

**Thursday, September 5, 2019**

**11:30 am - 12:30 pm in PH 320**

**Minutes**

**Present:** Bill Backlin, Dorothy Hanna, Steve Hoekstra, Janeane Houchin, Damon Kraft (Chair), Barbara Marshall Nickell, Kristy Rodriguez.

**Guest:** Jasmin Dauner

**Call to Order:** Kraft called the meeting to order at 11:30 am. Minutes from 8/29/19 were approved.

###

**Old Business**

Program Prioritization

* Dr. Kraft went over the questions brought up at the last prioritization meeting on 9/3/19.
	+ On August 25, 2019 – 15 attended
* On September 3, 2019 – 8 attended
* September 11 is next meeting
* The review group will each take an area to review.

**New Business**

SOAR

* There will be a SOAR debrief meeting in late September.
* Over 50% of our students enrolled past late July.

Discussion

* There are too many student attendees needing help at the same time.
* Student attendees need better understanding that the faculty SOAR representative is not their advisor.
* Students were reaching out to the faculty rep regarding changes which should have been to their advisor.
* Concerns were brought up about the number of dropped courses requested by students during the beginning of the FA19 semester.
* Making sure paperwork is done correctly is a must.
* Parents commented that it was more of an assembly line and would prefer a sit down to get to know their student’s advisor.

Recommendations for improvement

* Look at the goal/purpose
* Students should walk away with an understanding and comfort with the classes.
* Have a supplemental contract for divisional representation “Enrollment Specialist“which would be an incentive for faculty participation.
* Specify dates and times that person would be on contract.
* Students should know who their advisor is.
* It was suggested by the chairs to push the July SOAR to August and to place an emphasis on finalizing enrollments by May.
* Southwestern brings freshmen on campus 4 days before the start of classes and did academic workshops.
* We need the enrollment process done early and shaped before the end of summer.

2020-21 Schedule

FA20 – 40 LS courses – 7 are online.

* Additional NW needed
* Online concerns; we need shape and direction to ensure success for our online programs.

SP21 – 47 LS courses – 11 are online.

* NW classes online – of the 4, 2 are World Geography – 1 should be on-ground.
* When opening up enrollment, online students could have the option to enroll first.
* Cap limits need to be reviewed (lowered) not going over 49. Very few areas should be making changes to caps.



SOAR and schedule will be revisited next meeting.

**Adjournment:** Meeting was adjourned at 12:34 pm.

Respectfully submitted,

Kristan Hernandez

Minutes Recorder