**KANSAS WESLEYAN UNIVERSITY**

**Institutional Assessment and Research Council Minutes**

**Wednesday, March 18, 2020**

**Present:** William Backlin (Chair), Janeane Houchin, Damon Kraft, Bryon McCullar,

 Byron Norris, & Kevin Wright

**Absent:** Andrew Bedrous, Trish Petak, Matt Thompson, Bridget Weiser

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

**Unfinished Business:**

* Graduate Exit Survey (GES) – Question Revision Update: Dr. Kraft and Director Janeane Houchin stated that the work is still in progress and will be providing more information at a later date and time.
* Five-Year Program Review Draft Proposal: Dr. Backlin read emails from Drs. Bedrous and Petak regarding thoughts on the proposed draft. Dr. Backlin stated the intent is to provide academic departments under review the data already formatted provided in the tables. Discussion then ensued regarding each of the tables.
	+ Table 12: It was believed that Admissions might be able to provide this information. Dr. Backlin will be contacting admissions regarding this data set. It was also suggested that the column header be revised to read: *Total Number of Student Recruitment Activities per Program*. Dr. Backlin will make the change.
	+ Table 13: Dr. Wright will be revising the proposed draft and will bring to the April 15 meeting. This particular table would be the only item in need of further revision (as provided by Dr. Wright) or acceptance as proposed.
	+ Table 22: It was noted that an error was found in a column header. “Bdg.” should be changed to “Bgt.”. That change will be made.
	+ Table 24: Need to add Biomedical Chemistry into the schedule.
	+ A motion to approve the conceptual framework as proposed by Janeane Houchin and seconded by Bryan McCullar was made. Motion passed unanimously.

**New Business:** No new business was discussed.

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

**Next meeting:** Wednesday, April 15, 2020, at 3:00 – 4:00 p.m. in PH325.

**Adjournment:** With no further business to address, William Backlin (Chair) adjourned the meeting at 3:55 p.m.

Respectfully Submitted,

William Backlin

Academic Dean, IARC Chair, and Meeting Recorder