**KANSAS WESLEYAN UNIVERSITY**

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

**Wednesday, September 18, 2019 Minutes**

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

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

**Absent:** Matt Thompson and Bridget Weiser

**Call to Order:** William Backlin (Chair) called the meeting to order at 3:00 p.m. in PH-370.

**Unfinished Business:**

* Assessment Handbook Revision – Dr. Backlin shared revisions made to the 2019-2020 Assessment Handbook that consisted mainly of the addition of the new Liberal Studies Forms E-1, E-2, E-3, and E-4 along with the addition of all institutional assessment forms provided as appendices. Concern regarding who is required to fill out which assessment form was discussed. Dr. Backlin stated that the “Faculty Assessment Due Dates At-A-Glance” on page 14 of the Assessment Handbook could be reformatted to contain an addition regarding who needs to submit which form. This would include 1) all faculty, 2) Liberal Studies faculty, 3) Division Chair, 4) Department Chair, 5) Faculty Committee Chair, and 6) Institutional Committee Chair. Dr. Backlin stated he would work to have this updated form completed prior to the October 30, 2019, meeting.
* Future Academic Prioritization, Program Review (5-year and annual), and IARC Involvement – Tying academic prioritization processes into the program review processes were discussed. Topics included 1) academic prioritization rubric potential revision, 2) need to include financials into program review processes, 3) academic program/major budget process, 4) etc. Further discussion will continue regarding this aspect.

**New Business:**

* Graduate Exit Survey – Preliminary data was shared with IARC membership. Discussion centered on some of the finds regarding student sense of being cared for at KWU, liberal studies, the need for a deeper dive into the data. Dr. Kraft will be forwarding the data set to Dr. Bedrous for a deeper look. More discussion will occur at the October 30, 2019, meeting. Approximately 25% of students stated that they did not have a sense of being cared for at KWU. The cross analysis will help to identify this student population subset.
* Liberal Studies Assessment – not covered at this meeting due to time.

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

**Next meeting:** Wednesday, October 30, 2019, at 3:00 p.m. in PH-370.

**Adjournment:** With no further business to address, William Backlin (Chair) adjourned the meeting at 3:56 p.m.

Respectfully Submitted,

William Backlin

Academic Dean and Meeting Recorder