**KANSAS WESLEYAN UNIVERSITY**

**Division Council**

**Program Prioritization**

**Friday, August 09, 2019, 8-9:00 am in PH 325**

**Minutes**

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

**Guests:** Jasmin Dauner

**Excused:** Paul Hedlund, Kristy Rodriguez

**Call to Order:** Kraft called the meeting to order at 8:00 am.

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**Old Business:** Academic Prioritization Process

* Dr. Backlin continued the August 6, 2019, conversation discussing the process of gathering information for the prioritization process and what each document holds.
* Dr. Backlin reviewed each program prioritization document and explained each category of the Institutional fit, rubric, etc.
* Jasmin discussed the data and how it was gathered and what can and can’t be pulled based off of Jenzabar.
* Division Chairs discussed how they could gather information based off their student records.

**Adjournment:** Meeting was adjourned at 9:00 am.

**Monday, August 12, 2019, 8-9:00 am in PH 325**

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

**Guests:** Paul Hedlund

**Call to Order:** Kraft called the meeting to order at 8:00 am.

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**Old Business:** Academic Prioritization Process

Divisional chairs along with guest(s) continued the conversation from August 6th and 9th.

* When referring to academic programs the documents are referencing the majors in each area.
* We are trying to get a data set that is fair and then figure out the next steps. The end goal is to find viability of each program. Enrollment, credit hours generated for revenue and expenditures defines viability.
* Chairs questioned the funds being shown were not reflecting the actual payout. The faculty teaching courses in multiple programs are reflected in multiple listings. Only including faculty salaries in the areas they own.

Questions:

* When a full-time staff member teaches courses as part of their employment letter does the document only use the adjunct rate or is their full salary referenced in the calculations?

**Adjournment:** Meeting was adjourned at 9:00 am.

Respectfully submitted,

Kristan Hernandez, Minutes Recorder