**KANSAS WESLEYAN UNIVERSITY**

**Division Council**

**March 17, 2020
2:30-3:30pm in PH #320 / Conference Call**

**Minutes**

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

**Call to Order:** Kraft called the meeting to order at 2:35pm

**Unfinished Business:**

* Minutes from 3/10/20 were approved

**New Business:**

1. Peer review for Milt Allen. Process was followed & no concerns.
*The Council recommended approval of process. M/S/C*
2. Peer review for Kelly Hopkins, Steve Hoekstra, Kevin Wright, Stephanie Welter, Melissa Rohrer, Susan Baird & Julie Conley. Process was followed & no concerns.
*The Council recommended approval of process. M/S/C*
3. Peer review for Kirk Cusick. No concerns. One signature was late on the peer review letter, but both letters were still delivered on time to the candidate.  *The Council recommended approval of process. M/S/C*
4. Woodworth application by Michael Bell for a graduate level computer science-related course through Cornell School of Continuing Ed. 48 hours to review so Council members have time to stop by the Provost office to read the application. Everyone was supportive of this application as it would be valuable to the whole university.
*Council will e-mail Damon their vote once they have read the application.*
5. Question was brought up to what we will do with Woodworth Funds that were not used due to cancelled events?
*Will be handled case-by-case, but we will revisit this question at a later meeting.*

**Next Meeting:** Tuesday, March 24, 2020 @ 2:30pm. – Conference Call

**Adjournment:** Meeting was adjourned at 3:07pm

Respectfully submitted,

*Jill Koster*

Minutes Recorder