**KANSAS WESLEYAN UNIVERSITY**

**Compliance Task Force**

**Thursday, March 21, 2019**

**Present:** William Backlin (Chair), Mike Hermann, Damon Kraft, Melanie Overton, Esteban Parades, Jan Shirk, Karissa Swenson, & Matt Thompson

**Absent:** Val McDowell & Bridget Weiser

**Call to Order:** William Backlin (Chair) called the meeting to order at 4:00 p.m. in PH-325

**Unfinished Business:**

* Policy Review: The entirety of the meeting involved the review of the following policies. A general comment for all policies below, centered on
  + comparing the “written” policy with the posted “online” policy version to ensure consistency of language and
  + utilizing FA19-20 web links in the policy updates/revisions.

Below each, comments were made regarding general discussion points and suggested changes for each:

* + Policy on Clock Hour and Credit Hour (Appendix A)
    - No changes were offered regarding pages 1-2.
    - Page 3, paragraph 3, line 5: change the $50 amount to $75 (regarding internship fee/per credit hour).
    - Page 4 header, “Service Learning/Study Away” should be changed to “Service Learning”.
    - Page 4, under “Service Learning”, paragraph 1, lines 1-2: Change sentence, “Credit will be awarded for courses taken that are designated as Wesleyan Journeys or approved Service Learning Study Away (SLSA) courses” to “Credit will be awarded for courses taken that are designated as Wesleyan Journeys courses.”
    - Page 4, under “Service Learning”, paragraph 2: Dr. Kraft was asked to review and provide updated language regarding “The Center for Global Service Learning,” “SLSA,” and student travel abroad and subsequent eligibility for federal student financial assistance.
    - Page 5, item #1: change “Submit an application with Study Away program deposit fee of $300 at The Center for Global Service Learning” to “Submit an application with Wesleyan Journeys deposit fee of $250.”
    - Page 5, item #2: change “A plan of intended overseas study approved by the student advisor, Department Chair, Executive Vice President/Provost and the Registrar” to “A plan of intended overseas study approved by the student advisor, Department Chair, Provost and the Registrar.”
  + Policy on Published Transfer (Appendix D)
    - Registrar stated that the provided written policy reflected what is found in the current course catalog as well as what is provided online.
    - Need to confirm that provided web links are current and are working.
  + Satisfactory Academic Progress and Attendance Policy (Appendix O)
    - Ensure that all provided web links are updated and are working.
    - Compare current written policy with
  + Policy on Accurate, Timely, and Appropriate Information for Current and Prospective Students (Appendices S & T)
    - “Yotee’s Bookstore” (p. 2; row 4) should be changed to “eCampus”
    - On page 3, under row 1, it was suggested that the “Syllabus” template be added as evidence of important policies provided to students.
    - Under Academics (p. 3, row 7, column 2), the “Provost and Vice President for Enrollment Management should be changed to “Provost and Vice President for Admissions and Advancement.
    - Under Academics (p. 3, rows 7-9, column 3), web links for the academic course catalog need to be updated with current catalog.
  + Standing with State and Other Accrediting Agencies Policy (Appendix X)
    - Committee members believed the language in this policy was current and accurate regarding institutional expectations and procedures. No changes were offered for consideration.

The motion to approve all policy changes “as discussed” was proposed by Damon Kraft and seconded by Karissa Swenson. Motion passed unanimously.

**New Business:**

* No new business was discussed.

**Other:**

* No other items were discussed.

**Next meeting:** To be scheduled for the FA2019 term at a later date and time.

**Adjournment:** With no further business to address, William Backlin (Chair) adjourned the meeting at 05:00 p.m.

Respectfully Submitted,

Dr. William Backlin

Academic Dean and Meeting Recorder