

**KANSAS WESLEYAN UNIVERSITY**  
**Institutional Direction Committee Meeting**

**March 23, 2020**

*IDC is under the expectation of keeping confidentiality about necessary candid conversations to carry out the charge for this committee.*

**Minutes**

**Present:** Dr. Matt Thompson (Chair), Dr. Bill Backlin, CFO Rhonda Bethe, Dr. Dorothy Hanna, Dr. Paul Hedlund, Dr. Steve Hoekstra, Dir. Janeane Houchin, Dr. Damon Kraft, Dr. Phil Meckley, Head Coach Anthony Monson, Prof. Barbara Marshall Nickell, Dir. Bryan McCullar, Dir. Ken Oliver, Dr. Melanie Overton, EAP Jan Shirk, Dir. John Swagerty, VP Bridget Weiser (by phone), and AD Steve Wilson.

**Call to Order:** Ms. Rhonda Bethe called the meeting to order at 3:15pm and Prof. Barbara Nickell offered the opening prayer.

**Minutes:** The Feb. 18 minutes were approved as written.

**COVID-19 Update – Dr. Matt Thompson**

- For now, this will be the last meeting with more than 10 people due to the COVID-19 guidelines. Most other meetings are moving to conference calls or web conferences.
- There may be a state-wide shelter in place order coming soon and we are prepared to make that transition.
- Division Chairs are encouraged to figure out how to be in touch and have weekly check-ins with other faculty in their division.
- Same thing with coaches and graduate assistants, reach out to students, write personal notes, etc.
- Student phone numbers are available to faculty on MyKWU.
- About 100 students remain on campus. We are working on plans to get belongings to students who can't come back for a while, including hiring a moving company. This message will be shared with students and families later this week.
- Looking ahead to fall 2020, we are reviewing what that may include, but we are not close to a decision yet.
- The survey for seniors to choose date for commencement is leaning toward going with Aug. 15.

**Budget Discussion – Ms. Rhonda Bethe, CFO**

- Still have goal of 270 new students and 651 total for FA20.
- It will take all of us to reach these goals. We must prioritize it if we are asked to contact students. KWU will be the place that is actively committed to providing services for our students. Same holds true for re-recruiting our current students.
- This is a good time to be recruiting new students. Dr. Overton has a list if anyone wants to help with calling students; but the students also want to talk to faculty.
- We have a positive bottom line for our current budget.
- There are a lot of working pieces for next year's budget:
  - Tuition cost will be \$30,250.
  - The discount rate included is 57%; we still have to be very cognizant of this.
  - The budget includes a 2% raise pool as approved by the Board last month.
  - Employee benefits will come in at 25%.
  - The baseball/softball project is to be discussed at a virtual city commission meeting this week.
  - The Olson estate gift is expected next fall.

- Saint Francis Ministries and KSU-Poly may become part of our group with Sodexo.
- The Vanier family has committed to \$100K in scholarships.
- We still have \$175K in scholarship dollars that are not endowed, and we can move into unrestricted funds; this is a one-time item.
- Athletics may have more of a reduction after reviewing budgeted items.
- We are holding on all new construction, a hiatus for now, not taking on new expenses until we get to the fall.
- Reminder of the goal for fall 2020 is to match this year's 68% retention rate by the 20<sup>th</sup> day of fall 2020. If this is reached, KWU will provide a small bonus to every full-time employee and also host an off-campus celebration.
- The Wesleyan Journey program will be restructured, a \$50K savings.
- Any savings from closing early this year will be in 2019-20 budget. We are not sure if this will be significant or mostly offset by any loss of income due to same reasons.
- The FY21 budget reflects a one-time bond payment.

### **Academic Calendars for 2020 and 2021 – Dr. Damon Kraft, Provost**

Our next two academic calendars with spring breaks that are out of step with the USD 305 spring recesses. Divisional Council had reviewed the academic calendars with focus on balancing the sessions and having spring break fall at the mid-way point. A number of faculty have expressed concern about the schedules not matching. IDC discussed the pros and cons of changing KWU schedules to match USD 305 (regional colleges' schedules are all over the place in timing of spring break), including:

- The cost of break meals and an extended winter break is a concern.
- An extended winter break is a good time for recruiting.
- With pushing spring semester later, athletics would have a week of play without missing January classes and no current championships would be held during finals week.
- Starting later in January means pushing end of semester later in May.
- Moving spring semester later would mean adding contract time to faculty.
- Having earlier end to spring semester allows our students to get an early jump on jobs/internships.
- During the late spring/early summer cheer camps, the housing n Pfeiffer and Wesley are at capacity. We would have to cancel first week of camps, which may mean a \$25K loss if they cancel full camps. Camp dates are not finalized until the fall prior to the sessions. (2021 camp dates not firm yet.)

### **2020-21 Academic Calendar**

**Motion.** *Dr. Hanna moved and Dr. Meckley seconded a motion to keep the 2020-21 Academic Calendar as previously approved (spring break scheduled for March 6-14, 2021). Motion PASSED.*

### **2021-22 Academic Calendar**

**Motion.** *Dr. Hanna moved and Dr. Hoekstra seconded a motion to table any decision regarding the 2021-22 Academic Calendar (spring break scheduled for March 5-13, 2022) for the purpose of having further discussion about the effects of revising KWU's schedule to match USD 305's schedule, and to bring a recommendation back to the faculty at the September 2020 faculty meeting. Motion PASSED.*

**Next IDC Meeting:** Monday, April 27 at 3:30-5pm. This will likely be a virtual meeting via a web conference.

**Adjournment:** Ms. Bethel adjourned the meeting at 4:02pm.

Submitted by:  
Jan Shirk  
EAP and Meeting Recorder