

**West Liberty University  
Board of Governors**

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**Academic Affairs Committee  
Minutes  
August 2, 2022**

Attendance:

Jack Adams, Arlene Brantley, Sydney Burkle, Thomas Cervone, Jason Metz, Rich Lucas

Administration/Faculty/Staff:

W. Franklin Evans, Monique Akassi, Mary Ann Edwards, Jason Koepler, Cathy Monteroso, Stephanie North

**1. Call to Order/Roll Call**

Dr. Monteroso called the meeting to order at 9:02 a.m. with a roll call.

**2. Approval of Minutes**

**A. May 17, 2022**

**On motion by Jack Adams and seconded by Rich Lucas, the West Liberty University Academic Affairs Committee unanimously approved the minutes of May 17, 2022.**

**3. WV HEPC Policies Related to the 30-Day Review**

- Series 10
- Series 11
- Series 52

Dr. Monteroso stated that the 30-day review period on the WV HEPC policies ended on July 13, 2022. Series 10 – Program Reviews is to give more control to the institutions. Moving forward the reviews for all programs will be held throughout the year and will now have a planning sheet. Every program will go through a review, and we will be working with the Chairs this fall to establish these reviews. As part of the outline of that process, listed will be action, what the needs are for the program, faculty, funding, etc. Accreditation requirements will also be a part of the process. This links to the Series 11 – Planning Process. Currently, if we submit a new program, we have to submit an intent to plan. We can now submit a yearly report on planning support to the WV HEPC and no longer need to send the intent to plan. This will save a lot of time and work. A brief discussion followed with regard to the changes to Series 10 and 11. Series 52 will also give more control back to the institutions. We can set guidelines, but the changes will streamline reauthorization for public institutions and improve focus on consumer protection for students at private institutions (Ohio Valley University closing), while continuing to provide transparency for performance of all institutions. The provost office is trying to make sure we are eliminating barriers and streamlining curriculum issues.

**4. Ad Astra – Scheduling and Collaboration Tool**

Dr. Monteroso noted that Ad Astra is a scheduling tool provided through the HEPC. We had not been making use of that program but are now making regular use of this tool. The chairs and deans can use this tool to look at the effectiveness of class schedules and degree tracking. It will also make sure our curriculum is streamlined and make sure it works. In our pathway to degree focus, we need to make sure we don't become so specialized that we create barriers to graduation. As an example, in the education area there is a human development course, but there is also a human development course in psychology. Human development is human development, regardless of which area is teaching. These courses need to be pulled together and would actually be a richer course if pulled together. This creates barriers for students who think they need to take human development in a particular area. We are doing everything we can to get all of our programs down to 120 credits, looking at course offerings earlier and their sequence. Dr. Evans noted that one dean identified the average number of credit hours in their college was 144 hours; that's the average. There are many taking well over 140 and 150 hours just to get a bachelor's degree. Why come to WLU to get a criminal justice degree that might be 130 hours when Marshall University has the same degree at 120 hours. A brief discussion followed with regard to courses and pathways to degrees.

**5. Program Reviews 2022-23**

Dr. Monteroso stated that the following programs are up for review and are due in February. We will come back to the board at that time for more extensive reviews of:

- Music BM
- Business Administration BS
- Social Science BA/BS
- Business Administration MBA

At that time the new program review and planning for all programs should be implemented.

**6. Faculty Staff Institute – August 18, 2022, 9:00 a.m. – 1:00 p.m.**

Dr. Monteroso noted that the Faculty Staff Institute will be held August 18, 2022 at 9:00 a.m. in the ASRC on the arena floor, opening with a welcome from Dr. Evans, followed by an overview from cabinet members. There will be three separate 30-minute breakout sessions for faculty and staff. The morning will finish with lunch provided for all employees in the Bear's Den, formerly the Marketplace.

**7. Adjournment**

A motion to adjourn was made by Sydney Burkle with a second by Dr. Akassi; the meeting adjourned at 9:34 a.m.

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Arlene Brantley, Chair