

**West Liberty University
Board of Governors**

**Academic Affairs Committee
Minutes
November 29, 2022 – 9:00 A.M.
Shaw Hall Board Room**

In Attendance: Mary Ann Edwards, Tom Cervone, Monique Akassi, Cathy Monteroso, Dr. Evans, Sydney Burkle, Arlene Brantley

Call to order at 9:00 a.m.

Minutes – distributed – corrections? – approved as distributed

Update on program reviews 4 associated and under review – Cathy/due Feb 1, 4 reviewing, 3 under, MBA program – included 2 copies of what reviews will look like – different than done in past, change in HEPC policy level, 10 and 11 series, provide worksheets for us to complete for annual reviews, not yet developed. Try to meet their policy and our current BOG policy, come up with our own standard, elements consistent with what we have done, some additional info as well. Gen info reflected in annual reviews, collected annually, each with an annual and 5 year review. Pilot this year, don't have clear direction from the HEPC as far as exact info they want. Meeting spring semester to determine, have to have data by feb, make sure it's collected. When fac put pro reviews together, collect annually, when 5 year put together, info already tracked and ready. Other elements to align with funding model, make sure and our own procedure 10 as far as budgeting. Those are current things working on with program review for February.

Koegler

Proposal – BS in data science, 1st class in fall of 2023 for data science, looking at proposal in masters in data science first, starting to market, looking at full on marketing program in spring semester. Looking at partnership with HS not only to market to potentially create a dual credit course in math, work with our math faculty and bring more students into that program. Start planning and meet next week.

Educ – on HEPC agenda for approval on December 16th. On their schedule, have started prelim process with HCL to have paperwork and start process. Scheduled to start in may 2023, aggressive timeline getting thru HCL will be, hopefully enough time, alternative to start first class in fall next year, cohorts will continue from there. Tom/feel, expecting to be approved/HEPC feel pretty confident, spent time working with Vice chancellor, Brumfield very encouraging and supportive of program. HLC level confident it will go thru, not confident in the process right now, every program comes thru differently. Site visit, etc, not consistent. Brantley/minimum number of candidates considered prior to moving forward. Meeting with stakeholders this afternoon, not discussed minimum as much as maximum number of people. Huge interested in program, mini side, minimal cost, if we have 5 people in may we would be able to run. Majority of our stakeholders all have potential to be advisors and shares in the program as well, willing to work with us for lunch. Don't want to delay, options of going online are too great. Don't delay start too long.

BS in data science, working with local HS, also doing corporate alignment as well? Yes, part of my meeting with DS group this week.

Grad hours – have 2 programs moved to 120 hours, reduced their hours, working with actually our teach, music educ major, one of largest programs currently at 124 hours, working on trying to reduce further, for instance taking music history in gen com, get music educ program to 120 hours, work has been phenomenal, one of our biggest challenges and have really stepped up to get to 120. Currently 130-140 hours. Tremendous amount of work. Elementary educ is next on agenda a little over 120 hours. A lot of progress made.

Feedback from students currently in a program or is this being worked on just with the deans/professors. Primary with dean and prog direct. Not as much feedback from students, always interested, keep integrity of program intact.

Retention – focus on looking at data, and that has been a work in progress. Trying to create a dashboard, so everyone can see data but one area we have looked at is college 101, current takes 2 hour course, ends at 23k 10. 10 puts at mid-term, students who need support, key students we need to focus on, leaving to here own devices at most critical time, extend to entire semester, 2 hours every week for entire semester. Support element crucial to first semester. Look at target students, HEPC funding model, fall under that 2.5 GPA coming in, potential and struggle first semester, add college 101, no name yet, 1 hour typically students, add given extra support throughout entire first semester. May not looking at being in class, schedule times for various study times, etc. Small pilot with wrestling team, did really well, working on mentoring. Not schedule math, English, and college 101, spread out, get involved in other college courses/activities. Focus on first year, first semester student, combination of courses that won't work well together. Cervone/college 103 students who would be on probation 1st semester, help with time management, connect with tutors and keep on course. Strong 101 we won't need 103, ideally. Lost or embarrassed, remove barrier, support system, do we have student meetings? Mentoring program is one area to help with that, focus on tremendously. A nice job with 103 making students feel connected. Learning center as home base, feel comfortable coming in, ask for assistance and people who will continue to support them. So many times students struggling that first semester, engage them in the community in a different way to get them more confident.

Brantley – focus on first year, is the data showing that most students are transitioning during the first year, junior year, any antidotal data supporting the why, especially after the last few years. Typical 1st year retention, seeing more loss after fresh year. Seeing is the value, easy to say too expensive, antidotal, focus on value, now seeing how important is college education, state where there are many career options, especially males, don't need college degree. Our objective is focusing on what is the value and the importance. Police officer, don't need degree, what is the value to get students to buy into what that value is, biggest struggle. Advising and professional development with faculty, sit down with students and go thru what all of their needs are. Discussion on certifications, creating 4 year plan, target date is dec 15, all look the same and branded institutionally, student sees road map to graduation.

Evans/HLC review, one of items that we're having to be monitored on is retention piece, not 1st year going to sophomore, 2nd year to 3rd year, one of those things Dr. Saurbier and student affairs, enrollment mag, looking at plan, data, provide a better response on how we are responding to the success of those students continuing. Very valid question, collecting data and trying to put plan in place, continue to keep students here.

Adjournment Cervone, 9:31 a.m.

Minutes submitted by: Dr. Monique Akassi