

**West Liberty University  
Board of Governors**

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**Academic Affairs Committee  
Minutes  
December 3, 2024**

**Attendance:** Robert Kreisberg, Tom Cervone, Katie Kacmarik, Jenna Maguire, Will Turani

**Unable to Attend:** None.

**Administration/Faculty/Staff/Guests:** Tim Borchers, Cathy Monteroso, Sarah West, Cyndi Galloway

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

Tom Cervone called the meeting to order at 9:00 AM.

**2. Approval of Minutes**

October 1, 2024

On a motion by Robert Kreisberg and seconded by Jenna Maguire, the Academic Affairs Committee minutes of October 1, 2024, were approved.

**3. Learning Management System**

The transition from Sakai to Canvas as the new Learning Management System will take place in Fall 2025. To support this change, classes will be canceled on April 17th for a dedicated training day for faculty and staff.

**4. Dean of the College of Education and Human Performance**

Dr. Sherri Theaker has been named the Dean of the College of Education and Human Performance. Cathy will be filling in as the interim Dean of Graduate Studies.

**5. Program Review**

Data preparation for program reviews is being managed by CLA, with the data expected to be available this week. Department chairs are required to submit annual planning documents and Five-Year Program Reviews by February 1st. Program directors have expressed their gratitude for the availability of data, and Tammy McClain has been appointed as the Chair of the Assessment Committee. Five-year data will now be shared with all programs, not just those under review. Updates to data calculations, based on faculty feedback from the previous year, have been implemented. The concept of Contribution Margin, defined as the total expense associated with educating a student within a program, was discussed. Additionally, there was a conversation about the potential for changes to the scholarship model, with Cathy clarifying that scholarships are not viewed as negatively impacting the department's budget.

**6. Aviation Program Update**

In the Aviation Program, all site approvals have been finalized, and students are already flying. A program review will be submitted to the Higher Education Policy Commission (HEPC) in five years, with no further actions currently required by the Higher Learning Commission (HLC).

**7. Dual Enrollment - Level Up**

The "Level Up" dual enrollment program, as referred to by HEPC, is growing, with new students set to enroll for the upcoming Spring semester. We're hoping to partner with Brooke High School, while Ohio and Marshall Counties already have students participating in dual enrollment courses.

**8. Micro-Credentials**

HEPC is encouraging the development of micro-credentials, which are skill-based certifications designed to support competency-based learning. These credentials, which may include digital badges issued through platforms like Canvas or Credly, will enable students to demonstrate their competencies to employers and advance more quickly in their current jobs while completing college degrees. Micro-credentials can be credit or non-credit bearing and may be stacked to earn credit toward degree programs. A statewide approval process is being considered, with some courses requiring prerequisites. Students will be eligible to take any course they qualify for, regardless of their

major. Some credentials may be earned through a single course, while others may require multiple courses.

**Adjournment:** Robert Kreisberg motioned to adjourn the meeting with a second from Will Turani. The meeting adjourned at 9:31 AM.

Minutes submitted by: Cyndi Galloway