

**West Liberty University
Board of Governors**

**Academic Affairs Committee
Minutes
May 21, 2024**

Attendance: Robert Kreisberg, Tom Cervone

Unable to Attend: David McKinley, Cathy Monteroso, Rich Lucas, Jenna Maguire

Administration/Faculty/Staff/Guests: Tim Borchers, Cyndi Galloway, Sarah West, Sherri Theaker

1. Call to Order/Roll Call

Tom Cervone called the meeting to order at 9:01 AM.

2. Approval of Minutes

March 12, 2024

Minutes were not approved at this meeting.

3. Strategic Plan Update

Dr. Borchers shared that he will provide the final Strategic Plan to the Board of Governors at the June 5th meeting.

4. Annual Planning Reports

Contribution Margin: Dr. Borchers shared and reviewed contribution margin slides and noted that we've worked with CLA to create this. We only report at the department level.

- The goal is to have conversations with departments about what they can do to improve their contribution margins.
- Criminology and Clinical Psychology Graduate Level have decided to drop their programs due to low student enrollment and high stress on the department.
- 10 EDD students are enrolled in the new cohort.

Updated submission from Faculty (5/15/24)

- Sarah noted that many faculty need to resubmit.

5. Aviation Update

- We have 6 applications so far and 1 student has been fully accepted. There are many requirements before students can be accepted into this program.
- 6/1/24 Aviation Day at the Ohio County Airport
- WTOV Aviation News Story will be airing

6. Graduate Studies Report

Sherri Theaker gave a review of the Graduate Studies Report (2020-Present). She noted that graduate studies has a yield of about 90%. She shared the entire report and highlighted some of the most important pages within the report. This report will also be shared at the June 5th BOG meeting.

7. Change of Name-Online Education wasn't included when we submitted the name change for The Center for Teaching, Learning and Online Education. So this is coming back through the BOG for approval on June 5th.

8. Chair of Graduate Teaching and Learning

Richard Whitehead has been named Chair of Graduate Teaching and Learning

Adjournment: Robert Kreisberg motioned to adjourn the meeting with a second from Tom Cervone.

The meeting adjourned at 9:36 AM.

Minutes submitted by: Cyndi Galloway