West Liberty University
Board of Governors

Academic Affairs Committee
Minutes
July 29, 2025

Attendance: Tom Cervone, Katie Kacmarik, Robert Kreisberg (faculty member)

Unable to Attend: Will Turani, Luke Sweat

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**
   April 1, 2025
   Katie Kacmarik motioned to approve the minutes of April 1, 2025. Tom Cervone seconds the motion. Minutes approved.

   May 27, 2025
   Katie Kacmarik motioned to approve the minutes of May 27, 2025. Tom Cervone seconds the motion. Minutes approved.

3. **Learning Management System Update**
   The process of implementing Canvas as the University's new Learning Management System (LMS) is underway. The Doctoral and PA programs successfully transitioned to Canvas during Summer 2025 with no reported concerns. The full campus-wide implementation is scheduled for Fall 2025.

4. **Retention Software**
   The University is also preparing to implement Student Success and Engagement, a Watermark product designed to enhance student retention. This platform provides faculty with detailed student information, streamlines communication (including text messaging) and allows for the submission of concern alerts. Students will be able to schedule appointments with faculty through the system, which is expected to improve advising and support earlier intervention when challenges arise. Access levels will vary for faculty and staff depending on their roles and relationships with students. All students will automatically be enrolled in the system and advised through it by default.

   A pilot program for this system will launch in Fall 2025, beginning with department chairs, faculty teaching College 101, and program directors. Watermark representatives will provide training for department chairs in August, with the possibility of offering a full campus training in January 2026. The complete implementation is planned for Spring 2026.

   Additionally, the University is piloting the Brite App, a gamified wellness check-in platform. The app generates reports that flag students who may require support, directing them to services such as financial aid or counseling as needed. It also links students directly to appropriate campus resources. To encourage engagement, students can earn gift cards sponsored by outside partners based on their participation.

5. **Faculty**
   Faculty updates include New Faculty Training scheduled for August 11–12, with approximately six new faculty members expected to participate. The Academic Affairs Leadership Team will meet on August 20, which will include Watermark training for the Student Success and Engagement system. The University Welcome and Professional Development Day is scheduled for August 21.

6. **Micro-Credentials**
   We're advancing efforts in micro-credentials, with a goal of developing four new credentials this year. The psychology credential is nearly complete. The University will use Acredible as its badging service and Banner for tracking. Non-degree, non-credit-bearing credentials will not require Curriculum Committee approval, while course-embedded credentials may be badged when students meet the established criteria.

7. **Discussion**
No other discussion.

Adjournment:
Katie Kacmarik motioned to adjourn the meeting with a second from Tom Cervone.
The meeting adjourned at 9:23 AM.

Minutes submitted by: Cyndi Galloway