

To: WVSU Faculty Senate and Vice President for Academic Affairs

From: Program Review Committee (members Ronald Baker, Barbara Ladner, Walter Stroupe, Mehdi Seyedmonir, Brenda Wamsley, and Emily Waugh; Charles Byers-*Ex officio*)

Date: April 25, 2008

Programs up for five-year comprehensive review this year were the Bachelor of Science in Business Administration, the Bachelor of Arts in Economics, the Bachelor of Arts in Political Science, and the Bachelor of Arts in Sociology. There were follow-up/progress reports for the Bachelor of Science in Chemistry, the Bachelor of Arts in History, and the Bachelor of Science in Mathematics. The recommendations of the committee are on attached forms.

At its initial meeting (Aug. 15) the committee elected a chair and secretary, and went over the new/revised appendices to the faculty handbook as they pertained to program review. The committee selected a liaison for each program under comprehensive review this cycle and planned an informational meeting for the chairs of these programs. The schedule for comprehensive reviews was established, which asked programs to submit all appendices by October 27, a draft report by November 17 and the final document by January 19.

At its second meeting (Aug. 31) the committee met with program chairs Shafer and Islam, but both Political Science and Sociology were awaiting the appointment of a chair at that time. The committee reviewed documents at meeting on September 21, October 26, November 16, November 30, February 1, February 22, February 29, March 14, April 11 and April 18. The committee also conducted some discussions via email.

All faculty members of the committee were active, with only a few absences due to professional travel (attendance detail is attached). However, there was no participation by ex-officio members and we must express our concern about when the Director of Student Assessment position will be filled.

The tardiness of document submission remains the major hindrance to the work of this committee.

The Committee needs to elect next year's chair after senate elections, and then notify the programs are up for comprehensive review next year.

For the Committee,

Ronald D. Baker, Chair

**Program Review Committee
2007 – 2008**

Attendance Record

Member	8/15/07	8/31/07	9/21/07	10/26/07	11/16/07	11/30/07
Ronald Baker	yes	yes	yes	yes	yes	yes
Barbara Ladner	yes	yes	yes	yes	yes	yes
Mehdi Seyedmonir	yes	yes	yes	yes	no	yes
Brenda Wamsley	yes	yes	yes	no	yes	yes
Emily Waugh	yes	yes	no	yes	yes	yes
Walter Stroupe*	NA	NA	yes	yes	yes	yes

*Walter Stroupe was appointed in September to fill the vacated seat of Carol Eich.

Member	2/01/08	2/22/08	2/29/08	3/14/08	4/11/08	4/18/08
Ronald Baker	yes	yes	yes	yes	yes	yes
Barbara Ladner	yes	yes	no	yes	no	yes
Mehdi Seyedmonir	yes	yes	yes	no	yes	yes
Brenda Wamsley	yes	yes	yes	yes	no	yes
Emily Waugh	yes	yes	yes	yes	no	yes
Walter Stroupe*	yes	yes	yes	no	yes	yes



PROGRAM REVIEW Committee
Committee Recommendation Form

2007-08

Program: Bachelor of Science in Business Administration

Date: February 22, 2008

Type of Review: X Comprehensive Self-Study
Follow-Up / Progress Report

Recommendation to the Board of Governors:

- X 1. Continuation of the program at the current level of activity without specific action / X with specific action as described in the Rationale section of this Form;
2. Continuation of the program at a reduced level of activity (e.g., reducing the range of optional tracks, merging programs, etc.) or other corrective action as described in the Rationale section;
3. Identification of the program for further development (e.g., providing additional institutional commitment);
4. Development of a cooperative program with another institution, or sharing courses, facilities, faculty, and the like;
5. Discontinuance of the Program according the provisions of Higher Education Policy Commission (Section 8.1, Series 11, Title 133)
6. Other. Specify.

Rationale for Recommendation:

The Program Review Committee recommends the Bachelor of Science in Business Administration to be continued at its present level of activity with specific action. The undergraduate business administration program consists of five options: Accounting, Finance, Management, Marketing, and Information Systems. In 2005, the program received 10-year accreditation by the Association of Collegiate Business Schools and Programs (ACBSP), with some conditions that have yet to be fully addressed.

Student enrollment in the business administration program has remained strong, although some years have shown fluctuations. Course enrollments have generally maintained high levels, with good distribution of sections throughout the University schedule. The committee commends the department for its work in making program offerings available to a wide variety of students, not only full-time, traditional students but also non-traditional/part-time students.

Three of the eleven full-time faculty members in the department hold the doctoral degree; the diverse backgrounds and practical experience of the faculty represent program strengths. During the review period, two to three of the full-time faculty members have been on temporary contracts. The committee recognizes that budgetary/salary constraints make faculty recruitment difficult; however, the small proportion of faculty with terminal degrees and continued use of temporary faculty members undermines the department's continuity and ability to address ACBSP accreditation concerns, especially with respect to faculty scholarly activity.

The department engages in review activities, including feedback from its Business & Economics Advisory Council, in order to improve its educational program. This has led to increased student and course use of computer applications since the previous program review. Consideration of the assessment data has led to discussions of raising standards in some technical areas and improving international content in several courses. These efforts are ongoing.

The committee commends the faculty's improvement in professional activity but requests that the department submit a progress report on improvements in or on plans to improve the level of faculty research/scholarship, per ACBSP conditions, by April 1, 2009.

Place a check if additional sheet(s) attached []

Signature of Committee Chairperson



PROGRAM REVIEW Committee
Committee Recommendation Form

2007-08

Program: Bachelor of Arts in Economics

Date: April 18, 2008

Type of Review: X Comprehensive Self-Study
Follow-Up / Progress Report

Recommendation to the Board of Governors:

- 1. Continuation of the program at the current level of activity without specific action / with specific action as described in the Rationale section of this Form;
- 2. Continuation of the program at a reduced level of activity (e.g., reducing the range of optional tracks, merging programs, etc.) or other corrective action as described in the Rationale section;
- 3. Identification of the program for further development (e.g., providing additional institutional commitment);
- 4. Development of a cooperative program with another institution, or sharing courses, facilities, faculty, and the like;
- 5. Discontinuance of the Program according the provisions of Higher Education Policy Commission (Section 8.1, Series 11, Title 133)
- X 6. Other. Specify.

Rationale for Recommendation:

The Program Review Committee did not receive any materials from the Department of Economics. We therefore cannot make any recommendation on the Bachelor of Arts in Economics at this time.

We would expect to receive materials for a comprehensive self-study next year.

Place a check if additional sheet(s) attached

Signature of Committee Chairperson



PROGRAM REVIEW Committee
Committee Recommendation Form

2007-08

Program: Bachelor of Arts in Political Science

Date: April 18, 2008

Type of Review: X Comprehensive Self-Study
Follow-Up / Progress Report

Recommendation to the Board of Governors:

- X 1. Continuation of the program at the current level of activity without specific action / X with specific action as described in the Rationale section of this Form;
2. Continuation of the program at a reduced level of activity (e.g., reducing the range of optional tracks, merging programs, etc.) or other corrective action as described in the Rationale section;
3. Identification of the program for further development (e.g., providing additional institutional commitment);
4. Development of a cooperative program with another institution, or sharing courses, facilities, faculty, and the like;
5. Discontinuance of the Program according the provisions of Higher Education Policy Commission (Section 8.1, Series 11, Title 133)
6. Other. Specify.

Rationale for Recommendation:

The Program Review Committee recommends the Bachelor of Arts in Political Science be continued at the current level of activity with specific action. The committee commends the political science faculty for their contribution in teaching service courses. However, the committee expresses concern about continuity within the department in that two senior faculty members are eligible for retirement and the third full-time faculty member joined the department only last year. The committee recommends developing a faculty recruitment-retention-mentoring plan.

The program has no systematic student outcomes assessment data and needs to address the following issues. The department's assessment of student learning outcomes is limited to course-level assessment in the senior capstone course. This is not sufficient for program-level assessment, although it can potentially contribute to the overall assessment of the program. The program needs to align its assessment activities with its program-level outcomes.

The committee requests these specific actions by December 1, 2008:

- 1) Specify what exact measures will be used to assess each proposed outcome.
2) Develop a schedule for evaluating the outcomes (all outcomes should be evaluated at least once during a review cycle).
3) Develop and implement a graduate follow-up mechanism and report the obtained results.

Place a check if additional sheet(s) attached []

Signature of Committee Chairperson



PROGRAM REVIEW Committee
Committee Recommendation Form

2007-08

Program: Bachelor of Arts in Sociology

Date: April 18, 2008

Type of Review: X Comprehensive Self-Study
Follow-Up / Progress Report

Recommendation to the Board of Governors:

- X 1. Continuation of the program at the current level of activity without specific action / X with specific action as described in the Rationale section of this Form;
2. Continuation of the program at a reduced level of activity (e.g., reducing the range of optional tracks, merging programs, etc.) or other corrective action as described in the Rationale section;
3. Identification of the program for further development (e.g., providing additional institutional commitment);
4. Development of a cooperative program with another institution, or sharing courses, facilities, faculty, and the like;
5. Discontinuance of the Program according the provisions of Higher Education Policy Commission (Section 8.1, Series 11, Title 133)
6. Other. Specify.

Rationale for Recommendation:

The Program Review Committee recommends the Bachelor of Arts in Sociology to be continued at its present level of activity with specific action.

The Department of Sociology offers the Bachelor of Arts in Sociology. In addition, the Department developed a Certificate in Human Diversity in concert with the General Education Program and the National Center for Human Relations during the review period. The Sociology Program is commended for initiating collaborative plans for future concentrations in Community Development and Tourism and Appalachian Studies to address 21st Century needs reflecting state and national trends . Efforts to incorporate technology into instructional methods are evidenced by plans to launch a Qualitative Research Lab during the next review period. However, the Sociology Program faces barriers related to an aging facility and ill equipped classrooms, hampering its ability to maximize the use of technology.

The Sociology Program currently has a strong and capable faculty despite periods of turmoil and turnover during the review cycle. Two of the three full-time faculty members hold doctoral degrees, while the third is ABD; the diverse backgrounds and research experience of the faculty represent program strengths. Faculty are commended for their commitment to teach service courses that contribute to the General Education curriculum in addition to courses that are designed for a small but relatively stable group of degree majors. The program graduated 19 majors during the review cycle. Enrollment remained consistent over the review period with an average of 24 majors per year and 3,500 credit hours generated per year. Reliance on adjunct faculty to meet the instructional demands for both introductory and upper division core courses remains a challenge to effective advising and retention .

A concern of the committee is the lack of detailed assessment data related to student outcomes. Although the program conducts periodic surveys of graduates and employers, assessment of student outcomes is primarily limited to students enrolled in SOC 420 Senior Seminar. The committee requests that the program submit a Comprehensive Assessment Plan by December 1, 2008.

Place a check if additional sheet(s) attached []

Signature of Committee Chairperson



**PROGRAM REVIEW Committee
Committee Recommendation Form**

2007-08

Program: Bachelor of Science in Chemistry

Date: April 18, 2008

Type of Review: Comprehensive Self-Study
X Follow-Up / Progress Report

Recommendation to the Board of Governors:

1. Continuation of the program at the current level of activity without specific action / with specific action as described in the Rationale section of this Form;
2. Continuation of the program at a reduced level of activity (e.g., reducing the range of optional tracks, merging programs, etc.) or other corrective action as described in the Rationale section;
3. Identification of the program for further development (e.g., providing additional institutional commitment);
4. Development of a cooperative program with another institution, or sharing courses, facilities, faculty, and the like;
5. Discontinuance of the Program according the provisions of Higher Education Policy Commission (Section 8.1, Series 11, Title 133)
- X** 6. Other. Specify.

Rationale for Recommendation:

The Program Review Committee did not receive a follow-up report from the Department of Chemistry. There seem to be problems with the availability of some data associated with changes in the department chair and the vacancy in the Director of Student Assessment position. The committee recommends that the Dean and VPAA monitor the progress of the department's assessment activities.

Place a check if additional sheet(s) attached

Signature of Committee Chairperson



PROGRAM REVIEW Committee
Committee Recommendation Form

2007-08

Program: Bachelor of Arts in History

Date: April 18, 2008

Type of Review: Comprehensive Self-Study
 Follow-Up / Progress Report

Recommendation to the Board of Governors:

- 1. Continuation of the program at the current level of activity without specific action / with specific action as described in the Rationale section of this Form;
- 2. Continuation of the program at a reduced level of activity (e.g., reducing the range of optional tracks, merging programs, etc.) or other corrective action as described in the Rationale section;
- 3. Identification of the program for further development (e.g., providing additional institutional commitment);
- 4. Development of a cooperative program with another institution, or sharing courses, facilities, faculty, and the like;
- 5. Discontinuance of the Program according the provisions of Higher Education Policy Commission (Section 8.1, Series 11, Title 133)
- 6. Other. Specify.

Rationale for Recommendation:

The Program Review Committee did not receive a follow-up report from the Department of History. There seem to be problems with the availability of some data associated with the vacancy in the Director of Student Assessment position. The committee recommends that the Dean and VPAA monitor the progress of the department's assessment activities.

Place a check if additional sheet(s) attached

Signature of Committee Chairperson



**PROGRAM REVIEW Committee
Committee Recommendation Form**

2007-08

Program: Bachelor of Science in Mathematics

Date: April 18, 2008

Type of Review: Comprehensive Self-Study
X Follow-Up / Progress Report

Recommendation to the Board of Governors:

1. Continuation of the program at the current level of activity without specific action / with specific action as described in the Rationale section of this Form;
2. Continuation of the program at a reduced level of activity (e.g., reducing the range of optional tracks, merging programs, etc.) or other corrective action as described in the Rationale section;
3. Identification of the program for further development (e.g., providing additional institutional commitment);
4. Development of a cooperative program with another institution, or sharing courses, facilities, faculty, and the like;
5. Discontinuance of the Program according the provisions of Higher Education Policy Commission (Section 8.1, Series 11, Title 133)
- X** 6. Other. Specify.

Rationale for Recommendation:

The Program Review Committee did not receive a follow-up report from the Department of Mathematics. However, the department had provided additional assessment data to the Vice President for Academic Affairs after the committee's recommendation had been submitted last year. The committee recommends that the Dean and VPAA monitor the progress of the department's assessment activities.

Place a check if additional sheet(s) attached

Signature of Committee Chairperson
