

**West Virginia State University Board of Governors  
Academic Policies Committee  
Erickson Alumni Center, Weisberg Lounge  
September 19, 2013  
4:00 p.m. – 4:50 p.m.  
Agenda**

1. Call to Order and Roll Call—Committee Chair Dr. John Thralls, presiding
2. Verification of Appropriate Notice of Public Meeting Action 2
3. Review and Approval of Agenda Action 1
4. Review and Approval of Minutes of Previous Meeting Action 3
5. Election of Committee Chair
6. Adoption of Presiding Officer in Absence of Committee Chair
7. University Recommendations and Reports
  - 7.1 Provost’s Report on Academic Affairs
  - 7.2 Nursing Program Update
  - 7.3 Reaffirmation of Accreditation Update
  - 7.4 HEPC Compact Submissions
8. Future Meetings
9. Next Meeting Date
10. Adjournment

## West Virginia Secretary of State — Online Data Services

### Administrative Law

Online Data Services Help

### Administrative Law

### Meeting Notice Detail

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| <b>West Virginia State University Board of Governors</b><br><b><i>Academic Policies Committee</i></b>                              |
| <b>Date/Time:</b> 9/19/2013 -- 4:00 PM   |
| <b>Location:</b><br><br>West Virginia State University<br>Erickson Alumni Center<br>Weisberg Lounge                                |
| <b>Purpose:</b> To conduct regular business of the Committee in preparation for the September 20, 2013 Board of Governors meeting. |
| <b>Notes:</b><br><br>This is a compliant meeting.  |
| <b>Meeting was approved : 9/11/2013 8:25:10 AM</b>   |

**West Virginia State University  
Board of Governors  
Academic Policies Committee  
Erickson Alumni Center  
April 25, 2013**

1. **Call to Order and Roll Call:** Committee Chair Dr. John Thralls called the meeting to order. Those Committee members attending in addition to Chair Thralls included: Dr. Tom Guetzloff, Mr. Paul Konstanty, Mr. William Lipscomb, Mr. Larry Rowe, and Dr. Ann Smith. Others present were: Dr. R. Charles Byers, Dr. Michael Fultz, Dr. Katherine Harper, Dr. Brian Hemphill, Dr. Lois Lucas, Dr. Manashi Ray, Dr. Donna Simon, Mr. Scotty White, and Professor Deborah Williams.
2. **Verification of Appropriate Notice of Public Meeting:** Dr. Thralls verified that appropriate notice of this public meeting had been posted.
3. **Review and Approval of Agenda:** An additional information item, 5.3 – Business Administration Energy Management Option was added to the agenda. With that change, Dr. Guetzloff made a motion that the agenda be accepted. Dr. Smith seconded the motion. The motion passed.
4. **Review and Approval of Minutes of Previous Meeting:** Dr. Guetzloff made a motion that the minutes of the March 7, 2013 meeting be approved. Mr. Konstanty seconded the motion. The motion passed.
5. **University Recommendations and Reports:** Dr. Thralls noted that the Program Review recommendations are to be distributed to Committee members in advance of the meeting.

**5.1 Comprehensive Program Review Report – Department of Business Administration**

- Dr. Byers shared with the group that this program has:
  - a large number of students enrolled in the major,
  - a large number of graduates annually,
  - incorporated assessment into their curriculum, and
  - made classes available to students at a variety of class times and in on-line formats.
- With a large number of employed, non-traditional students, the Department has sought to make the degree program accessible to them.
- The recommendation from the Program Review Committee, affirmed by Dr. Byers, was #1: Continuation of the program at the current level of activity without specific action.

Among comments regarding the Review were:

- ACBSP, the external accrediting agency for the Department, would like the Department to have one Ph.D. in each area of concentration – except in Accounting where CPAs are acceptable.
- The question was asked how close the program is to having an online business program. It was noted there is a strong interest on the part of some faculty to eventually achieve that, but the biggest hurdle now is general education. We may possibly achieve an online program in 2 years.
- Inquiry was made that if we added 50 students, could this department accommodate them. The response was that the department has the capacity to add students to its classes.
- Dr. Thralls asked Dr. Simon where we are on selecting an Assessment Coordinator. She responded we received a pool of applicants earlier in the week. She said she envisioned the candidate would be able to help us on a broader scale of assistance in more than just assessment. A selection committee will be formed soon.

*Dr. Smith made a motion that the recommendation presented be accepted, Attorney Rowe seconded the motion. Dr. Guetzloff said he would like to see a follow-up report on assessment in two to three years. Mr. Rowe asked if the report could be informal. Professor Williams noted there will be a report compiled for assessment for ACBSP. The motion passed.*

## **5.2 Comprehensive Program Review report – Department of Sociology**

- Dr. Byers told the group that the Sociology Program Review shows a program that has sought to revitalize its degree offering and to attract more majors by updating its curriculum.
- The Department of Sociology has a well-defined assessment plan which has been implemented in their Senior Seminar course and they have plans for wider implementation at other points in their program.
- A strength of the program is that it reflects the mission of this institution and its commitment to the “living laboratory of human relations.”
- The Recommendation from the Program Review Committee, with which Dr. Byers concurred, was #1: Continuation of the program at the current level of activity with specific action; that specific action was a follow-up report due December 1, 2015, reflecting analysis of the assessment data collected and its impact on the Sociology program.
- It was noted an advisory committee was in place, but not meeting. Their importance was emphasized as well as their necessity for reaffirmation of our accreditation.

*Dr. Guetzloff made a motion that the recommendation be accepted. Dr. Smith seconded the motion. The motion passed.*

### 5.3 **Business Administration Energy Management Option – Information**

In recognition of the opportunities in energy within this region, the Colleges of Business & Social Sciences and Natural Sciences & Mathematics have collaborated to develop a new option for the Business Administration degree – an option in energy management.

- Dr. Katherine Harper, Dean of the College of Natural Sciences & Mathematics, shared the draft curriculum with the group.
- The curriculum has a heavy science focus to prepare managers for the industry.
- It was noted this option was innovative and greatly needed in our area.
- Dr. Hemphill said in recruiting students, we are focusing on students who have expressed an interest in these new fields and we are pitching those programs in our recruiting efforts.
- Dr. Thralls pointed out this is a new area within an existing program using many existing resources which makes it a win/win.

*Mr. Rowe made a motion that this Committee expresses its strong support for the energy management option. Dr. Guetzloff seconded the motion. The motion passed.*

Dr. Byers announced to the group that aspiring graduate Cordero Davis in our Department of Communications & Media Studies has been selected to participate in the Ameson Year in China program for the 2013-2014 academic year. He is the only participant from the state of West Virginia to be chosen for this program which will provide him a year of living, studying and teaching in China. He will have regular classes on the Chinese language and culture to give him a better understanding of this large and important nation.

**6. Next Meeting Date:** Thursday, June 13, 2013.

**7. Adjournment:** Dr. Guetzloff moved that the meeting be adjourned. Dr. Smith seconded the motion. The motion passed.

Respectfully submitted,

Patricia M. Shafer, MBA/CPA