

West Virginia State University Board of Governors
Academic Policies Committee
Erickson Alumni Center, Weisberg Lounge
November 10, 2016
10:30 a.m. – 11:30 a.m.
Agenda

1. Call to Order and Roll Call – Committee Chair Gail Pitchford, 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. University Recommendations and Reports
 - 5.1 HEPC Compact Submission Action
 - 5.2 Program Review Schedule Information Appendix 6
6. Next Meeting Date – *January 26, 2016*
7. Adjournment

**West Virginia State University
Academic Policies Committee**

Date/Time: 11/10/2016 -- 10:30 AM

Location:

West Virginia State University
Erickson Alumni Center
Weisberg Lounge
Institute, WV

Purpose: To conduct the regular business of the Committee in preparation for the November 10, 2016 Board of Governors meeting.

Notes:

This is a compliant meeting.

Meeting was approved: 11/2/2016 8:50:59 AM

**West Virginia State University Board of Governors
Academic Policies Committee
Erickson Alumni Center, Weisberg Lounge
Minutes
September 15, 2016**

1. Call to Order and Roll Call

Dr. Guetzloff called the meeting of the West Virginia State University Board of Governors Academic Policies Committee to order at 10:30 a.m.

Present: Dr. Tom Guetzloff, Mr. Paul Konstany, Mrs. E. Gail Pitchford and Ms. Shealyn Shafer. Several members of the administration, faculty and staff were also present.

2. Election of Committee Chair

Mr. Paul Konstany nominated Mrs. E. Gail Pitchford as Committee Chair, and Dr. Tom Guetzloff seconded the nomination. On a motion duly made and seconded, Mrs. E. Gail Pitchford was elected as Chair. The motion passed.

3. Election of Presiding Officer in Absence of Committee Chair

Dr. Tom Guetzloff nominated Mr. Paul Konstany as Presiding Officer in the Absence of Committee Chair, and Mrs. E. Gail Pitchford seconded the nomination. On a motion duly made and seconded, Mr. Paul Konstany was elected as Presiding Officer in the Absence of Committee Chair. The motion passed.

4. Verification of Appropriate Notice of Public Meeting

Mrs. E. Gail Pitchford announced the Verification of Appropriate Notice of Public Meeting.

5. Review and Approval of Agenda

Mrs. E. Gail Pitchford asked for approval of the agenda. Dr. Tom Guetzloff made the motion, and it was seconded by Ms. Shealyn Shafer. The motion passed.

6. Review and Approval of Minutes of Previous Meeting

Mrs. E. Gail Pitchford asked for approval of the minutes from the June 16, 2016, meeting. Dr. Tom Guetzloff made the motion, and it was seconded by Ms. Shealyn Shafer. The motion passed.

7. HEPC Compact Submission

7.1 Chief of Staff and Vice President for Legislative Affairs Tom Bennett presented the Higher Education Policy Commission (HEPC) draft Compact document. Mr. Bennett went over the five comprehensive areas: Collaborative Process, Financial Aid, Academic Quality, Career Pathways and Critical Regional Issues.

Dr. Guetzloff inquired about page 12 of the document related to the first-time, full-time freshmen data. Mr. Bennett explained that information is HEPC data and not WVSU data. He further stated that HEPC is system wide and includes students in the cohorts who begin at WVSU and transfer to another institution; WVSU only counts the cohorts that continue studies at WVSU.

Dr. Guetzloff asked about the fall headcount and FTE as to why the numbers seemed flat. It was explained that HEPC counted withdrawals in their data while WVSU has its own charts corrected, which will be in the official report and submitted in the 30-day census. Mr. Bennett said the University runs its own reports to ensure the trending is the same. Dr. Guetzloff requested that the 2009 cohort listed on Students Passing Developmental Math on page 16 be removed. He felt those numbers were not accurate. Dr. Naveed Zaman responded that it was a student workshop, not a course, and everyone who participated passed. Dr. Guetzloff requested again it be removed since the other charts on the page did not have 2009 cohort data. Mr. Bennett said the information came from HEPC and that it would be addressed for the next meeting.

Mrs. Vicky Morris-Dueer stated it was her first time working on the Compact and she would take any suggestions. Mr. Bennett asked if there was anything of concern she would like to bring to the Committee. Mrs. Morris-Dueer responded that some areas were harder to tie to the strategies than others were because they were not as developed; she said that she takes the information and incorporates it as best she can and may need assistance in that area.

Committee discussion was held on the 15 to Finish initiative as indicated on page 19. Dr. Scott Woodard explained that, although freshmen are scheduled for 15 hours of classes during orientation, they may also drop classes afterwards, which affects the numbers. Mrs. Amanda Anderson said it is a growing trend, and the numbers will be different in the new report. Dr. Woodard added that the numbers should continue to increase.

Mr. Bennett explained how the strategies listed in the table of contents were developed to impact the matrix provided in the charts and tables. He said this is the third year of the report and noted that the matrix being utilized was adopted in fall 2015. In addition, he said this is the first year where a vast amount of assessment data is being reported.

Mrs. Kimberly Osborne provided an outline of each activity of the comprehensive plans for the Collaborative Process beginning on page 60, Financial Aid on page 69, Academic Quality on page 78, Career Pathways on page 84, and Critical Regional Issues on page 93. She also mentioned the *Yellow Jacket 2 Yellow Jacket* program outlined on page 90. Mrs. Anderson stated it is an alumni-student partnership and completely voluntary. Dr. Kumara Jayasuriya explained that if the program is fully implemented, the University would utilize the student leaders who are already working for the program.

Mrs. Pitchford inquired as to when the Compact would be submitted. Mrs. Osborne said it would be presented to the full Board on Nov. 10, 2016, for approval and subsequently submitted to the HEPC by the Dec. 1, 2016, deadline. She further stated that the data would be updated from the 10-day census to the 30-day census. The updates will be brought back to the Academic Policies Committee with the new data. Dr. Guetzloff asked if any changes from the historical data would require the strategies to change, and Ms. Osborne said it would be data changes only. Mr. Bennett explained that the strategies could not change. He said an updated draft would be given to the Committee prior to its Nov. 10 meeting. Through Committee discussion, there was a consensus that all Board members would receive the changes.

8. Next Meeting Date

Nov. 10, 2016

9. Adjournment

With there being no further business, the meeting adjourned at 11:36 a.m.

Respectfully submitted,

Betsy L. Allen

Program Review Schedule 2016-2018 2016 – 2017

September 2016

- Compact HEPC meeting

November 2016

- Compact HEPC meeting

January 2017

- Follow Up: Communications, B.S.
- Follow Up: Media Studies, M.A.

March 2017

- Program Review: Mathematics, B.S.
- Program Review: Computer Science, B.S.

April 2017

- Program Review: Chemistry, B.S.

2017 – 2018 (DATES SUBJECT TO CHANGE)

October 2017

- Follow Up: Biology, B.S.
- Follow Up: English, B.A.

December 2017

- Program Review: Political Science, B.A.

January 2018

- Program Review: Business Administration, B.A.
- Program Review: Economics, B.A.

March 2018

- Program Review: Sociology, B.A.

April 2018

- Program Review: History, B.A.