**West Virginia State University Friday, February 4, 2011**

**Academic Affairs R. Charles Byers, Ph.D.**

**Faculty Senate Report** **Vice President for Academic Affairs**

**Academic Affairs Council**

The Academic Affairs Council has not met during this report period

**Deans Council**

Due to the ending of the first semester, the beginning of the second semester, and the Christmas Break, the Deans Council has met only four times since the December Faculty Senate report. However, the discussion and activities of the Council have included:

* Implementation of background checks for every person hired by Academic Affairs to protect the safety of our personnel as well as to ensure the integrity of credentials
* John Pennington, an assistant football coach, will help ensure that student athletes are properly advised
* WVSU’s Master of Education in Multicultural Instructional Leadership was approved at the December 3, 2010 HEPC meeting
* HEPC staff made a presentation on a Lumina grant project involving tailoring educational offerings to non-traditional students; we were able to share what WVSU has done over the last forty years in this regard
* A report to the Higher Learning Commission on the Analysis of the Strategic Planning Assessment Loop and the Year 2 Compact Report to the HEPC were timely submitted in January
* A new model for increasing the number of 75 minute class times was developed, primarily adding 75 minute classes on Monday and Wednesday mornings; this will entail a long-term discussion among several groups before it is finalized.

**Registration and Records**

Donna Hunter has been recommended to be the Director of Registration & Records and President Carter has accepted that recommendation.

**Academic Affairs Support Personnel**

The Academic Affairs Support Staff usually meet at the beginning of each semester; that group met in a series of small group sessions in late January. Among the items discussed with them were:

* The new WVSU Brand and Graphic Identity Manual (aka Style Manual) - when orders are presented for printing, the Print Shop will use the new patterns for University materials (except for the R & D Corporation and for the Gus R. Douglass Land-Grant Institute). Departments are to continue to use up their stationery supplies on hand but to realize the next time these supplies are printed, the new pattern will be used. Faculty were sent a copy of the new Style Manual in January.
* Each area has been asked to designate someone who will have the authority to make changes to the WVSU Internet presentation for their particular page to keep specific content up-to-date.
* Written policies and procedures are being developed for all areas in Academic Affairs to document what is done in each area and to help ensure a smooth transition in the event of a change in personnel.
* A new University strategic plan needs to be developed but before that can be done, we have to develop a new, five-year Institutional Academic Plan articulating the direction in which we want our programs to move. Personnel in the various areas will contribute their vision for their Department and those plans will come to the Deans Council for consideration and coordination. The Institutional Academic Plan 🡪 Strategic Plan 🡪 Administrative Plan – all of these also lead to accreditation, specific program accreditation as well as accreditation of the institution by the Higher Learning Commission (HLC). HLC will be looking at us every year under a new program called Pathways. We are keeping track of what we are doing using the LiveText data management system.
* A telephone “on hold” system using music is now in operation. Various people will be asked to make various statements about the institution to be put on the “on hold” system. With the purchase of new telephone systems in various parts of the University the goal is to have the phone answered by a live person if at all possible.

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