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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<tr>
<td><strong>Date/Time:</strong> 9/19/2013 -- 4:00 PM</td>
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<td><strong>Location:</strong></td>
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<td><strong>Purpose:</strong> To conduct regular business of the Committee in preparation for the September 20, 2013 Board of Governors meeting.</td>
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<td><strong>Notes:</strong></td>
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<td>This is a compliant meeting.</td>
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<td><strong>Meeting was approved : 9/11/2013 8:25:10 AM</strong></td>
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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.


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