



FAIRMONT STATE UNIVERSITY™

Fairmont State University Board of Governors – Academic Affairs Committee

Monday, April 10, 2023 at 2:00pm

219 Hardway and Teams

Meeting Minutes

Present: Tim Oxley, Susan Ross, Christa Kwiatkowski, Ken Fettig, Jon Dodds, Dianna Phillips, Gina Fantasia

Teams: Wendy Adkins, Deborah Prezioso, Jason Pizatella, Richard Austin, Jennifer Kinty

Absent: David Goldberg, Jay Puccio, Kevin Rogers, Rusty Hutson, Cailey Murray, Jason Henderson, Emily Swain, Leslie Dollar and Rick Harvey

Call to Order

Wendy Adkins called the April 10th Academic Affairs Committee meeting to order at approximately 2:08pm.

- Dr. Tim Oxley provided an overview of what the role of the Academic Affairs Committee is for the Program Reviews
- Dr. Oxley discussed the Program Review Process and the upcoming changes to Series 10 that will help strengthen the process we currently have in place
- **Dr. Oxley and Dr. Ross propose continuation of Specialized Accredited Programs at their current level of activity. The programs include:**
 - B.S. Accounting
 - B.S. Business Administration
 - M.B.A. Business Administration
 - B.S. Information Systems Management
 - Wendy asked about when the information was reviewed and what that process was.
 - Dr. Gina Fantasia explained that the Programs were reviewed in 2019 but the Accreditation site visit occurred in 2015. The recommendations and notes from that site visit were reviewed and removed from the programs
 - Dr. Gina Fantasia informed the attendees that during the next visit the accreditation team will review Aviation and Healthcare Management. As of right now, they fall under the approval from the 2015 site visit

- Dr. Gina Fantasia mentioned that the College of Business & Aviation submitted a report in February 2023 and the Accrediting body will not meet to review the reports until sometimes during the month of April
 - Wendy asked if any of the attendees had concerns for moving the recommendation for these programs to the full board
 - Board agreed to move the recommendations to the full board
- **Dr. Susan Ross stated the Program Reviews for the Non-Accredited Programs were reviewed under the previous Series 10 policy which evaluates alignment with the institutional mission, program viability, program quality, program adequacy and program necessity.**
 - **B.S. Biology**
 - Dr. Susan Ross stated that this program serves the institution internally through the General Education requirements as well as other programs such as Exercise Science
 - Dr. Tim Oxley affirmed the vote of the Program Review Council that we continue this program at their current level of activity, with or without action.
 - The attendees discussed the need for facility upgrades and maintenance per the recommendations of the Program Review Council
 - Hunt Haught Hall is one of the buildings being looked at for the Deferred Maintenance plan
 - Dr. Gina Fantasia asked about the report including that they push for release time of faculty and then later in the report say that they have open positions that need filled. Concern about exacerbation of faculty
 - Dr. Tim Oxley and Dr. Dianna Phillips both stated that the open positions are in the process of being filled
 - Dr. Tim Oxley informed the attendees that there were recommendations in some of the Program Reviews that are beyond the control of the programs, such as conditions of facilities
 - Dr. Tim Oxley stated that the data provided was gathered when there was a change in the Institutional Research Office and now that the staff have been hired new data is being gathered and reported which will make the information during the next reviews more readily available
 - Wendy stated that she agrees with the recommendation, and since the areas of improvement are beyond the control of the program, the institution needs to look at budgets to support them
 - Wendy asked if any of the attendees had concerns for moving the recommendation for these programs to the full board
 - Board agreed to move the recommendations to the full board
 - **B.S. Chemistry**
 - Dr. Tim Oxley affirmed the recommendation of the Program Review Council that we continue this program at their current level of activity, with or without action.
 - Frank Lafone from Institutional Effectiveness has developed a tool to help see if students leave a program where they go
 - Dr. Gina Fantasia mentioned the issue was raised in the report about improving equipment and we need to keep it on our radar to try to help with equipment/maintenance

- Christa Kwiatkowski made note that some of the problems occur because of the design of the building but everything is inspected and if it does not pass then the programs are not allowed to use it
 - Wendy asked if any of the attendees had concerns for moving the recommendation for these programs to the full board. The Academic Affairs Committee agreed to move the recommendations to the full board
 - **B.S. Computer Science**
 - Dr. Tim Oxley affirmed the recommendation of the Program Review Council to continue this program at their current level of activity, with or without action.
 - Dr. Tim Oxley stated that we had a very productive meeting with the Dean and Chair of the program. The program acknowledged a retention issue associated with students completing higher-level math courses as part of program requirements.
 - The program is already looking into what kind of remediation and pre-requisite adjustments can be made to help
 - Wendy asked if any of the attendees had concerns for moving the recommendation for these programs to the full board. The Academic Affairs Committee agreed to move the recommendations to the full board
 - **B.S. Forensics**
 - Dr. Tim Oxley affirmed the recommendation of the Program Review Council that the program continue the program with corrective action
 - Drs. Oxley and Ross met with program faculty, chair and dean about the review. The program faculty expressed need for assistance from administration to get accreditation
 - Dr. Ross mentioned there will be a 1-year follow-up for the program to address administrative support, curriculum and program assessment. We will ask they review and re-evaluate the existing program outcomes and requirements against any updated accreditation standards and other accredited programs.
 - Dr. Gina Fantasia stated that the report shows a loss of 50% of the students who enroll. Have the students been asked if it is the curriculum?
 - Dr. Ross informed the attendees that they have been asked and students says the learning and experience is excellent
 - Will be looking to see where the exact issues are and the admissions requirements. There could be a need to strengthen the admission requirements if appropriate
 - The Program will work with the Provost's Office to develop of plan of action. A one-year follow-up plan will be brought back to the Board next year.
 - Dr. Dianna Phillips stated that we have done this same process with other programs and it has improved the overall success
 - Dr. Tim Oxley mentioned that the new Series 10 requirements will build a much more sense of urgency to help keep programs on track
 - Wendy asked if any of the attendees had concerns for moving the recommendation for these programs to the full board
 - Board agreed to move the recommendations to the full board
- **New Programs**
 - M.S. Cyber Security & Risk Management

- This program will utilize many of the courses already being taught by the MBA Program
 - It will be a 30-credit hour online program and there is an identified market in this area for the program
 - Jon Dodds asked about the cost and sustainability of the program
 - Dr. Tim Oxley stated there is only a need for a few Adjunct Faculty since many of the courses are already part of the MBA program
 - Dr. Gina Fantasia stated that the plan was to use what we already have in place so we can build interoperability
 - This program will fall under the same accreditation as the Business & Aviation programs
 - The idea is to build programs so students can take a few extra hours and end up with 2 Masters Degrees instead of a Masters and a Certificate
 - This would be our value to come to Fairmont State instead of going elsewhere
 - Jennifer Kinty stated that there is an issue with the formula on page 12 of the proposal sent to the Academic Affairs Committee and on page 63 of the proposal being sent to the Full Board
 - This will be corrected before it is submitted to the Full Board
- **Degree Program Name Change**
 - Dr. Tim Oxley reviewed the proposal for the Name change of the M.Ed. Digital Media, New literacies and Learning to M.Ed. Instructional Design and Technology
 - This will allow the program to align with the other programs in this field
 - This will also allow the program to reduce the required hours to be reduced from 36 to 30
 - The Program Review process that took place in 2021-2022 allowed them to move in this direction
- **Information Items**
 - **WVHEPC Series 10**
 - Dr Tim Oxley informed the attendees that we have to refine our Program Review process by June and by next June everything has to be up to the new standards
 - There are non-negotiable parts of the Series
 - External Demand
 - Quality Outcomes
 - Delivery Costs
 - The costs of the program will need to be looked at closely because there are Faculty who teach across programs and we will need to calculate cost to each program
 - Enrollment, retention, and graduation data will be included
 - Once all of the data is collected, it will be delivered to HEPC and it will identify High Performing Programs and Low Performing programs. The question will be how to we increase the value of low performing programs
 - HEPC will help with gathering external data
 - Wendy asked if we will need to report the information annually

- Dr Tim Oxley confirmed this information and let everyone know that there will still be a deep dive of the programs every 5 years
- **Intent to plan for M.S. Environmental Science degree**
 - Just wanted to inform the Committee that there is planning for this degree and it will be presented to this committee before moving on to the Full Board
- **Faculty Profile**
 - Dr. Tim Oxley let the committee know that there will be more comprehensive information on Faculty and Staff provided at the Full Board meeting by HR
 - Dr. Dianna Phillips mentioned that she is not sure how detailed the report will be as there is a lot of data being cleaned up before it can be accurate
 - Based on information provided to the office in January
 - 9.8% - Faculty holding a Bachelor's degree
 - 60.1% - Faculty holding a Doctoral Degree (PhD, EdD, JD)
 - 30.1% - Faculty holding a Master's Degree (many of these individuals hold certificates and other credentials in their area of expertise)
 - Over 90% hold a Masters or Doctoral Degree
 - 43.5% - Are Tenured
 - 38.5% Are tenure track
 - 18.0% are not tenure eligible
 - 10.5% are Asian/Pacific, Black, Non-Hispanic, Hispanic or Multiple Ethnicities
 - 89.5% are White, non-Hispanic
 - Marion County has a ratio of 10.05% Minorities while WV has 8.5% ratio
- Wendy stated that this is the 2nd year she has been doing the program reviews that the meeting are more efficient and the new process is great
- Dr. Dianna Phillips stated that we are trying to be more consistent with sharing information across boards to ensure everything is accurate before the main Board meetings

Adjournment

Wendy Adkins adjourned the meeting at approximately 3:30pm.



4/19/2023

Wendy Adkins, Committee Chair

Date