

Fairmont State University Board of Governors – Academic Affairs Committee
Wednesday, October 9, 2024 at 9:00am
Hardway 219 and Teams
Meeting Minutes

Attendees: Dr. Mike Davis, Dr. Brian Selmeski, Dr. Janna Bredeson, Cheryl Lewis, Drew Paton, Dr. Dianna Phillips, Riley Neal, Dr. Gina Fantasia, Alicia Kalka, Jon Dodds, Patricia DeNoon

Teams: Jennifer Kinty, Wendy Adkins, George Wolf, Heidi Aloe, David Goldberg

Absent: Kevin Rogers

A. Call To Order

- The meeting was called to order at approximately 9:02 a.m. by Wendy Adkins
- Adkins mentioned that the items on today's agenda are for an informational purposes as no action is needed by the Board at this time.

B. Staffing Update

- Dr. Phillips stated that Dr. Mary Sortino has been hired as the Dean, Graduate Studies and Professional Education
 - The funding for this position was repurposed from other vacant positions within Academic Affairs
 - Dr. Sortino has been charged with putting together a proposal for Graduate Studies and should have it submitted before the end of the semester
- Dr. Davis and Dr. Phillips have had conversations about building capacity in Academic Affairs and this position was one of them
- Dr. Fantasia stated that the institution needs to be thinking about longer-term issues such as graduate expenses being paid from undergraduate funds
 - Dr. Davis stated that they are working on addressing these issues
 - There will need to be revenue and expense budgets put into place
 - Drew Paton stated that the graduate programs will need to be self-sustaining at some point
- Dr. Phillips informed the attendees in order to build capacity we need the right infrastructure
 - It is like a resource investment. At first, you have to put the money into it to build it into a self-sustaining program
 - Drew Paton asked if finance would be a part of the proposal submitted and Dr. Phillips stated that it would be

C. Program Review Update

- Dr. Phillips presented a slide with all of the programs which are up for review this academic year
- The programs with specialized accreditation will have shorter reviews because of the in-depth reviews done by their accrediting bodies
- A rubric has been provided to the internal reviewers so that the same standards are being looked at
- The Program Review is based on Series 10 and Dr. Ross is overseeing the process
- The program completes and submits a series of information to the Program Review Council to be reviewed. Once that review is done, there are meetings with the Dean, Program Chairs, Provost, and Council to go over the findings. Then it is submitted to the Board of Governors
- During the review the council looks at program outcomes, retention rates, enrollment, finances, external and internal demand, among other items which the programs deem necessary
- Dr. Davis mentioned that we need to have a session on the Program Review process for the new Board of Governors members
- Dr. Fantasia mentioned that we should also have sessions with the departments to explain the process and timeline. These sessions should include all departments, not just the ones currently up for review as there are other departments asking questions
- Dr. Phillips stated that the main thing is that we are preparing students for future careers

D. Academic Affairs Restructuring Update

- A work group for the Academic Affairs restructuring has been developed to come up with a recommendation to present to President Davis
 - The work group consists of at least one faculty member who was elected by their college, four Provost appointees, eight ex-officio members, and three guests
- This process started in Spring 2024 with five faculty members who were elected to represent their colleges
 - This group of individuals were charged with considering whether there was a need to restructure Academic Affairs
 - The group unanimously decided that there was a need to restructure Academic Affairs
- The Academic Affairs Restructuring Work Group was charged in Fall 2024 and has been asked to complete their work before Thanksgiving.
- The Academic Affairs Restructuring Work Group is comprised of representatives from the different Academic units

- The Work Group's recommendations will then be presented to President Davis for consideration
- This restructuring per Dr. Phillips should last approximately 5-10 years
- Dr. Phillips informed attendees that the main idea for the restructuring is to build capacity and efficacy
 - This along with the Academic Affairs Operations Platform – Coursedog and the Academic Affairs Plan should bring revitalization to Academic Affairs
- Dr. Fantasia asked about what the plan for program alignment is
 - Dr. Phillips mentioned that we have created a faculty survey to ask faculty for their opinions
- We are in the process of building an internal webpage so that anyone with a fairmontstate.edu email may access it
- Dr. Fantasia encouraged Dr. Phillips to meet with the Academic units about the proposed restructuring in addition to these other efforts.

E. Academic Affairs Operations Platform – Coursedog Discussion

- Currently we just roll the schedule from term to term
- This will allow for easier scheduling processes
- The system will take pre-requisites into consideration for scheduling purposes
- We will be working on an implementation schedule which will take 2-3 years to complete
- This system will also help with accreditation, scheduling, handbooks, catalogs, event management and more
- We would like to have it purchased and start the implementation for the 2024-2025 academic year

F. Adjournment

- The meeting was adjourned at 10:14 a.m. by Adkins



10/16/2024

Wendy Adkins, Committee Chair

Date