



Academic Affairs Committee

Meeting Minutes

March 7th, 2024

Attendance: Betty Nash, Michelle Taylor, Darrel Malamisura, Rodney Montague, Julie Orr, Erik Baldwin, Amanda Matoushek, Vanessa Godfrey, Vincent Mateescu,

Absent: Albert Berkoh, Roy Pruet

Welcome and Call to order: Dr. Rhonemus called the meeting to order at 2:05 pm. She welcomed all to the meeting and thanked the members for being a part of this important committee. She handed out the agenda to all members.

Appointment of Chair and Secretary: Vanessa Godfrey volunteered to be the secretary, and Michell Taylor Volunteered to be the Chair. Darrel Malamisura made the motion to approve these officers and Betty Nash seconded the motion. All voted in favor with none opposed.

Old Business: This being the first meeting of the re-instated committee, there is no old business to discuss.

New Business:

BOG policy no. AC-202 Program Review- Dr. Rhonemus handed the members a copy of the BOG policy for Program Review and also a copy of the HEPC policy on Program review. The committee is charged with reviewing the BOG policy to align it with the Current HEPC policy (Series 10) on Program Review and Planning before the next meeting. She stated we can add to the policy but we cannot take away anything that is within the HEPC policy. HEPC has revised their policy twice already and there is another meeting scheduled in May to review Program Review Forms.

Program review 5-year cycle- Dr. Rhonemus presented a template related to plans for BSU program reviews. The 23-24 year is a heavy year for program review. There are 6 programs submitting their review. BSN Nursing, A.S. Rad. Tech, RBA degree, Social Sciences, Allied Health

Education(3yr post audit review), and Health Services Management are the programs under review. The committee will be reviewing the submitted forms and making their recommendations prior to April 18th. The program Review template was given to the committee and explained. There was much discussion on the criteria, the points awarded to each section and sections that were difficult to find data in order for some programs to answer well. It was stated that Section #5 “Quality of Program Outcomes”, according to Series 10 from the HEPC, must be an annual report for each program. Another concern arose from some programs related to the numbers/ attrition rates being lower due to the “type” of students that may be in that specific program. Sections #6,#7 and #8 will be worked on by administration to better align with HEPC policy.

The committee unanimously decided to drop the number values on each section. It was felt that it would be difficult to assign objective numbers to a subjective form that covers all degree programs. The programs will be evaluated on a Likert scale. Numbers assigned will be 5- very good, 4- good, 3- acceptable, 2- poor, or 1- very poor.

There was further discussion with concerns of non-academic members on the subcommittee members that will make the final decision. “Why are non-academic persons on the subcommittee?”. There is concern that each program will be looked at as a business model rather than the overall value to the community and students. Due to these concerns, Dr. Rhonemus invited the Entire Academic Affairs Committee to attend the subcommittee meeting being held on April 18th from 3-4 pm in the Boyd Conference room.

Other: The committee decided, at the program review meeting, to limit discussion to 15 min per program review. This will be possible due to receiving the information for review prior to the meeting. There was no other business to discuss.

Date and Time of Next meetings:

April 11th at 2pm in Mahood Hall Conference room.

April 18th 3pm in Boyd Conference Room

Adjournment: With no further business to discuss, Betty made a motion to adjourn and Vince seconded the motion. All were in favor and the meeting adjourned at 3:05 pm