April 12, 2024

SUBJECT: Academic Transformation Update: Program Review Preliminary Recommendation

Dear President Kreider and Dean Douthitt,

As part of the ongoing Academic Transformation initiative, the Provost's Office has completed its Board of Governors Rule 2.2 Program Review process for the associate's programs in agriculture at WVU Potomac State College.

Possible Recommendations

Under WVU Board of Governors Rule 2.2., there are four possible recommendations for programs, and they are defined as follows:
1. Continue at the current level of activity (i.e., no recommended changes for the program)
2. Continue at the current level of activity with specific action (i.e., the program will continue to exist, but there are recommended changes for the program)
3. Development of a cooperative program (i.e., potentially merging one or more programs together to create a new program / curriculum with the potential reduction of faculty positions)
4. Discontinue the program (i.e., program will no longer exist after a teach out is completed and there may be a potential reduction of faculty positions)

Preliminary Recommendations

The following programs were reviewed as part of this self-study:

AS Animal Science
AS Agriculture and Extension Education
AS General Agriculture
AS Horticulture
AS Pre-Veterinary
AA Agribusiness Management
AAS Sustainable Agriculture and Entrepreneurship

After considering the data previously released, the information contained within your unit's Self-Study Review Form, and consulting with the campus' institutional leaders, the Provost's Office Preliminary Recommendation is as follows:

- Continuance at the current level of activity with specific action

The programs must take the following steps as a result of this recommendation:

- Produce a report by Dec 15, 2024, that investigates possible efficiency gains related to consolidating majors in General Agriculture and Horticulture with other existing majors in this group or with discontinuing those majors.

- By September 30, 2024, submit in CIM the deactivation of all coursework related to equine studies.

The key components that led to the Provost's Office Preliminary Recommendations include the following:

- Program enrollment across the majors has been steady and healthy with the exception of General Agriculture and Horticulture which are small. SCH production has been increasing across all majors with the exception of Horticulture.
- Many of the majors share curriculum and course offerings with one another making them more efficient than if they were supported by distinct curricular requirements.
- FTE-to-student ratio across the majors is well above the institutional and peer benchmarks.
- The plan presented by the unit in its self-study demonstrated the program's use of assessment of learning or other program evaluation strategies to impact student success or inform curricular change.

Program Review Appeal Process

If a chair opts to appeal any part of the Provost's Office Preliminary Recommendation, they must submit a [Notice of Intent to Appeal](#) by **Friday, April 19, 2024.**

Any chair who files a Notice of Intent to Appeal will receive notification at least three business days in advance of when the Program Review Appeal Committee hearing for their program will be scheduled. Most hearings will occur on either **April 25 or 26, 2024**.

To ensure a broad-based representation, the Provost's Office will establish a Program Review Appeal Committee specific for each unit. As specified in Board of Governor's Rule 2.2, members will include the vice provost, the associate provost for undergraduate education, the program review officer, an administrative representative from program's home college, two representatives from dean's offices outside of the program's home college, and the Faculty Assembly chair or designee from the program's home college.

The chair, school/division director, or faculty member who filed the Notice of Intent to Appeal must submit the [Program Review Appeal Form](#), which contains any additional information or data they wish the Program Review Appeal Committee to consider, at least two business days in advance of the hearing.

During the appeal hearing, the unit's representative is given 30 minutes to present the substance of their appeal and 15 minutes to address questions from the Program Review Appeal Committee.

The Program Review Appeal Committee will then deliberate and vote to accept or change the Provost's Office Preliminary Recommendation. The program review officer tallies the votes, informs the Program Review Appeal Committee of the results, and communicates the results to the campus leadership and chair within three business days following the hearing.

If the appeal is denied, the original recommendation will be presented to the Board of Governors for a vote on June 21. If the appeal is granted, the Program Review Appeal Committee may

provide a new recommendation to the campus leadership. This new recommendation would also go to the Board of Governors for a vote. All decisions made by the Program Review Appeal Committee are final.

Sincerely,

WVU Office of the Provost