

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 in engineering programs 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 Aerospace Engineering
AS Biometric Systems Engineering
AS Civil Engineering
AS Computer Engineering
AS Electrical Engineering
AS Industrial Engineering
AS Mechanical Engineering

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:

- Development of a cooperative program

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

- By Dec 15, 2024, submit in CIM a new program proposal that achieves the reduction of the seven existing majors to a single AS in General Engineering major with one set curriculum (similar to what is seen in the Pre-Engineering proposal within the self-study) and eliminates instruction in the other major-specific electives and requirements.

- Design 1+3 program articulations with Morgantown for specific paths with reverse transfer back to PSC for AS completion for those math-ready students who would qualify to complete the one-year of requirements as proposed in the Fundamentals of Engineering attachment within the self-study.
- During implementation of the first two specific actions, determine if PSC would need or benefit from an AS in Pre-Engineering.
- Produce a report by Dec 15, 2024, that investigates what would be required to develop and offer an AS in Engineering Technology that would articulate with the Morgantown BS in Engineering Technology.

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

- Program enrollment and SCH production across all majors has been steady. Enrollment in the Biometric Systems and Industrial Engineering majors has declined dramatically. SCH production specific to Computer Engineering and Electrical Engineering has also declined significantly.
- FTE-to-student ratio across the majors is above the institutional and peer benchmarks.
- 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. However, several of the majors are so similar in their required curriculum that it is possible that allowing them to remain as distinct majors could raise an accreditation concern.
- The evidence 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