

**PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS**

Academic and Student Services Committee Meeting

**Tuesday, May 14, 2024
1:00 PM**

**Pierpont's Advanced Technology Center (ATC)
500 Galliher Drive
Fairmont, WV 26554
Room 216A**

AGENDA

- I. Call to Order**
- II. *Approval of Minutes – February 20, 2024** *Tab 1*
- III. *5-year Program Reviews** *Tab 2*
 - A. Early Childhood (AAS)
 - B. Information Systems (AAS)
 - C. Medical Laboratory Technology (AAS)
 - D. Physical Therapist Assistant (AAS)
 - E. Information Systems (CAS)
 - F. Health Information Technology (AAS)
 - G. Respiratory Care (AAS)
- IV. Adjournment**



Mission Statement: To provide accessible, responsive, comprehensive education that works
Vision: Empowering individuals to transform their lives through education
Tagline: Education that works!

**Denotes possible action item*

Tab

1

**PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS**

Academic and Student Services Committee Meeting

**Tuesday, February 20, 2024
10:00 AM**

**Pierpont's Advanced Technology Center (ATC)
500 Galliher Drive
Fairmont, WV 26554
Room 216A**

MINUTES

Notice of Meeting

A meeting of the Pierpont Community & Technical College (Pierpont) Board of Governors Academic and Student Services Committee was held on February 20, 2024, beginning at 10:00 AM. The meeting was conducted in person at the Advanced Technology Center in Fairmont, WV. Advanced announcement of this meeting was posted on the WV Secretary of State's Meeting Notices Webpage.

Committee Members Present: Thomas F. Cole – Committee Chair, Christine Miller

Committee Members Absent: Juanita Nickerson, Madison Martin, and Lisa Lang

Other Board Members Present: Joanne Seasholtz, Anthony Hinton, Jeffrey Powell, Susan Woods-Coffindaffer

Others Present: Members of the President's Cabinet, faculty, staff, and others

I. Call to Order

Thomas Cole, Chair, called the meeting to order at 10:01 AM.

II. Approval of Minutes – November 14, 2023

Thomas Cole, Chair, noted that quorum was not reached. The approval of minutes will be revisited at the March 19, 2024 meeting.

III. BOG Informational Items

Michael Waide, Provost and VP for Academics and Student Services, presented updates on enrollment, Pierpont's response to HLC submitted on February 19, 2024, faculty promotions, the 5-year review cycle, and a general overview of the 2023 Total Program Viability Index.

IV. Adjournment

There being no further business, Thomas Cole moved to adjourn the meeting. Christine Miller seconded the motion. Because there was no quorum, no vote was needed. Thomas Cole adjourned the meeting.

Respectfully submitted by B. Skye Feather



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Tab

2

**Pierpont Community & Technical College
Board of Governors**

May 14, 2024

ITEM: Five-year Reviews of Academic Programs

COMMITTEE: Committee on Academics and Student Services to the Committee of the Whole

RECOMMENDED RESOLUTION:

Resolved, that the Pierpont Community & Technical College Board of Governors, based on the five-year review of programs, ***continue at the current level*** the following programs:

Early Childhood Education (AAS)

Continue: The dean recommends the program continues at the current level. The dean expects the program to achieve and maintain a full NAEYC accreditation in May 2026 and to increase its rates in enrollment (in 2025) and its retention (in 2026). The dean expects the program to explore career pathways and to explore different modalities for the delivery of instruction. The provost expects an increase in FTE enrollment.

Information Systems (AAS)

Continue: The dean recommends the program continues at the current level. The dean expects the expansion of community partnerships, the implementation of continuous quality improvements, and the achievement/maintenance of an accreditation status. The provost expects an increase in graduation rates.

Medical Laboratory Technology (AAS)

Continue: The dean recommends the program continues at its current level, noting the program's success in certification pass rates and post-graduation job placement/employment rates. The dean expects the program to explore career pathways, increase its recruiting efforts, and maintain its current accreditation status. As the program, across the previous five (5) years has demonstrated reductions in FTE, the provost expects an increase in FTE enrollment.

Physical Therapist Assistant (AAS)

Continue: The dean recommends the program continues at its current level, noting the program's success in its graduation and employment rates. The program has demonstrated a solid licensure exam rate (n=82%). On occasion, this rate has not met the accreditor's threshold, but the program has responded with process and curricular improvement plans. The dean expects the program to maintain its full accreditation status and to participate in institutional recruiting efforts. The provost expects the program to improve its graduation rate and to increase its FTE enrollment.

Resolved, that the Pierpont Community & Technical College Board of Governors, based on the five-year review of programs, ***continue with corrective action and monitoring*** the following program:

Information Systems (CAS)

Corrective action: The dean recommends the program continues at the current level. The dean expects the implementation of a continuous improvement plan and the achievement of an

accreditation status for the degree program. The dean further noted the potential for the creation of micro-credentials. While the enrollment data in the review included the two-year degree students, the average enrollment for the one-year CAS degree across the five-year period was four (4). The dean's expectation for creating micro-credentials could address this enrollment datapoint, leading to the provost's expectation that enrollment in the one-year degree increases. Further focused consultation on increasing enrollment with the dean warrants the provost's recommendation that the program continue with corrective action. The corrective action, suggested by the dean, would be curricular adjustments or additions that would promote students' digital literacy and "make the CAS degree viable on its own."

Health Information Technology (AAS)

Corrective action: The dean recommends the program continues with corrective action. The dean expects improvement in both retention rates and student completion (or graduation) rates. The dean outlined the following corrective actions: curriculum mapping with the creation of career pathways, improvements to student retention rates, integration of course assessment data to improve HIT courses, and creation of apprenticeships or internships. The provost expects a return to a 67-69% retention rate for the program.

Respiratory Care (AAS)

Corrective action: The dean recommends the program continues with corrective action. While the program has maintained a consistent FTE enrollment since 2019, the dean noted the need for corrective actions, specifically curriculum mapping and modifications to the curriculum for the improvement of student learning outcomes. Additionally, the dean has recommended targeted instructional strategies to engage students and to support their learning (i.e., self-assessment exams, alternative learning sites). The provost expects the program to increase its graduation rate and, since the program holds a provisional accreditation status, to obtain/maintain its full accreditation status.

STAFF MEMBER:

Dr. Michael Waide,
Provost and Vice President for Academics & Student Services

BACKGROUND:

WVCTC Title 135 CSR, Series 10, "Policy Regarding Program Review," requires each Governing Board to review at least every five years programs offered at the institution(s) of higher education under its jurisdiction and in the review address the viability, adequacy, necessity, and constancy with mission of the programs at the institution.

Each program has been reviewed by the program faculty, the appropriate academic dean, the Provost & Vice President for Academics and Student Services. The respective academic deans reviewed and audited the academic degree programs, assessing (a) accreditation, (b) goals and objectives of the program, (c) curriculum, (d) graduation rates, (e) employment rates, (f) certification and licensure rates, (g) workforce demand, (h) enrollment trends, and (i) financial data. In compliance with Series 10, the reviews included evaluation of viability, adequacy, necessity, and consistency with the mission of the programs and the College.

The Provost and Deans recommend the following to the Board of Governors:

Degree	Name	Recommendation of Outcome §135-10-5	Note(s)
AAS	Early Childhood Education	Continuation at the current level of activity (§135-10-5.1.1)	The dean recommends the program continues at the current level. The dean expects the program to achieve and maintain a full NAEYC accreditation in May 2026 and to increase its rates in enrollment (in 2025) and its retention (in 2026). The dean expects the program to explore career pathways and to explore different modalities for the delivery of instruction. The provost expects an increase in FTE enrollment.
AAS	Information Systems	Continuation at current level (§135-10-5.1.1)	The dean recommends the program continues at the current level. The dean expects the expansion of community partnerships, the implementation of continuous quality improvements, and the achievement/maintenance of an accreditation status. The provost expects an increase in graduation rates.
CAS	Information Systems	Continuation with corrective action (§135-10-5.1.2)	The dean recommends the program continues at the current level. The dean expects the implementation of a continuous improvement plan and the achievement of an accreditation status for the degree program. The dean further noted the potential for the creation of micro-credentials. While the enrollment data in the review included the two-year degree students, the average enrollment for the one-year CAS degree across the five-year period was four (4). The dean's expectation for creating micro-credentials could address this enrollment datapoint, leading to the provost's expectation that enrollment in the one-year degree increases. Further focused consultation on increasing enrollment with the dean warrants the provost's recommendation that the program continue with corrective action. The

			corrective action, suggested by the dean, would be curricular adjustments or additions that would promote students' digital literacy.
AAS	Medical Laboratory Technology	Continuation at current level (§135-10-5.1.1)	The dean recommends the program continues at its current level, noting the program's success in certification pass rates and post-graduation job placement/employment rates. The dean expects the program to explore career pathways, increase its recruiting efforts, and maintain its current accreditation status. As the program, across the previous five (5) years has demonstrated reductions in FTE, the provost expects an increase in FTE enrollment.
AAS	Physical Therapist Assistant	Continuation at current level (§135-10-5.1.1)	The dean recommends the program continues at its current level, noting the program's success in its graduation and employment rates. The program has demonstrated a solid licensure exam rate (n=82%). On occasion, this rate has not met the accreditor's threshold, but the program has responded with process and curricular improvement plans. The dean expects the program to maintain its full accreditation status and to participate in institutional recruiting efforts. The provost expects the program to improve its graduation rate and to increase its FTE enrollment value.
AAS	Health Information Technology	Continuation with corrective action (§135-10-5.1.2)	The dean recommends the program continues with corrective action. The dean expects improvement in both retention rates and student completion (or graduation) rates. The dean outlined the following corrective actions: curriculum mapping with the creation of career pathways, improvements to student retention rates, integration of course assessment data to improve HIT courses, and creation of apprenticeships or internships. The provost expects a return to a 67-69% retention rate for the program.

AAS	Respiratory Care	Continuation with corrective action (§135-10-5.1.2)	<p>The dean recommends the program continues with corrective action. While the program has maintained a consistent FTE enrollment since 2019, the dean noted the need for corrective actions, specifically curriculum mapping and modifications to the curriculum for the improvement of student learning outcomes. Additionally, the dean has recommended targeted instructional strategies to engage students and to support their learning (i.e., self-assessment exams, alternative learning sites). The provost expects the program to increase its graduation rate and, since the program holds a provisional accreditation status, to obtain/maintain its full accreditation status.</p>
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