AASC April 21, 2004

Present: Steve Alston, Rocky Ammerman, Dennis Bendickson, Greg Dvergsten, Avis
Dyrud, Kent Hanson, Mark Harmon, Jack Haymond, Ruth LeTexier, Elizabeth
McMahon, Mike Normandin, Sue Olson, Roger Peterson, Kate Schmalenberg, Jim
Strandlie, Kathy Huschle
Absent: David Christian, Jeff Dyrud, Shari Olson,

Curriculum Review

Action	Course	Changes
Approved	Associate Accounting - AAS	Remove ECON2202 Macroeconomics and replace with ECON1110 Principles of Economics
Tabled for modification	Automotive Technology	Avis will work with Norm Halsa, Denny Wierima, and Todd Anvinson to revise the AUMO courses' learner outcomes.
	Early Childhood programs	Curriculum not aligned on both campuses yet. Two separate programs will continue to be offered. Separate focus for each program. Over time will work on common plan to share resources and courses. Committee did not make any marketing recommendations.
Approved	Computer & Networking - AAS	Common course outlines have been completed for the program plan approved in our December meeting. CPTR1108 Information Systems 3 (2/1/0) CPTR1125 Visual Basic Program 3 (2/1/0) CPTR1131 Microcomputer Maintenance 4 (2/2/0) CPTR1132 Micro Operating Sys 3 (2/1/0) CPTR1136 Networking I 3 (2/1/0) CPTR1137 Networking II 3 (2/1/0) CPTR2213 Network Administration 3 (2/1/0) CPTR2214 Network Operating Sys 3 (2/1/0) CPTR2216 Networking III 3 (2/1/0) CPTR2217 Networking IV 3 (2/1/0) CPTR2223 Micro Systems Project 3 (1/2/0) CPTR2231 Unix/Linux 3 (2/1/0)
Approved	Electronics	ELEC1102 Electricity 5 (3/2/0) ELEC1104 Analog Electronics 5 (3/2/0) ELEC1106 Digital Electronics 5 (3/2/0) ELEC1108 Electronic Assembly Tech 2 (1/1/0) ELEC2220 Intro to Micro-Controllers 5 (3/2/0) ELEC2221 Sensor Technology 4 (3/1/0) ELEC2224 Program Logic Controllers 4 (3/1/0) ELEC2225 Advanced Micro-Controllers 4 (3/1/0)

Approved	Health Information Technology	Remove MKTG120 Supervisory Leadership 3 cr Remove COMP120 Composition II 3 cr Add HITM250 Super Lead in Health 3 cr Add HITM245 Coding IV CPT 3 cr
Approved Plan. All courses approved.	Mass Communication	New Program Proposal AS 64 credits BCST1103 Intro to Audio 3 (2/1/0) BCST1105 Intro to Video 3 (2/1/0) BCST1113 Stations Operations I 4 (2/2/0) BCST1114 Stations Operations II 4 (2/2/0) BCST1120 Remote Broadcasting 2 (1/1/0) BCST1130 Broadcasting Sales 3 (2/1/0) BCST1141 Advertising Copywriting 3 (2/1/0) BCST1145 Performance and Production 3 (2/1/0) BCST1235 Audio Practicum 3 (2/1/0) BCST1236 Video Practicum 3 (2/1/0) BCST2235 Internship 3 (0/0/3) – need learner outcomes – cannot use hours from practicum to be applied towards internship.
Approved	Practical Nursing-AAS and Diploma courses	PNSG1200 Concepts of Nursing 2 2/0/0 PNSG1202 Nursing I 4 4/0/0 PNSG1204 Nursing I Skill 3 0/3/0 PNSG1208 Maternal Child Health 2 2/0/0 PNSG1210 Nursing II 5 5/0/0 PNSG1212 Nursing II Skills 1 0/1/0 PNSG1214 Nursing Pharmacology 2 2/0/0 PNSG1216 PN Clinical I 5 0/5/0 PNSG1220 Psychosocial Nursing 3 3/0/0 PNSG1222 Nursing III 4 4/0/0 PNSG1226 PN Clinical II 4 0/4/0 PNSG1234 Nursing Roles 1 1/0/0 PNSG1236 Practicum 2 0/2/0 Program Outcomes for PN - AAS
Not Approved	Radiology Technology	Drop the total program credits from 89 to 83 by moving MATH1110 College Algebra 3 cr and PHYS1010 Elementary Physics 3 cr to program pre-requisites to shorten the summer session from 12 weeks to 9 weeks. Also move the following: RADT1120 move from spring to fall RADT1130 move from summer to spring RADT1134 move from summer to spring and RADT1136 move from spring to fall Reason: Late submittal, no proof of advisory committee approval, insufficient consultation with dean, concerns with moving so many credits to prerequisites.

Approved	Sales, Marketing, & Management - AAS	Remove ECON2202 Macroeconomics and replace with ECON1110 Principles of Economics
Approved	BUSN2222	Prin of Accounting II 4 (3/1/0) New course description
Approved	HIST2231	US Women's History 3 (3/0/0) Common course outline needs to be input online
Approved Approved Provisional Approved	NURS2121 NURS2123 NURS2191	Psychosocial Integrity 2 (2/0/0) Nursing Interventions 3 (3/0/0) Directed Study 1-4 credits Recommendation: NURS2121 change #6 "appreciates" to a more concrete verb NURS2191 improve course description
Tabled	PHIL2240	Issues in Business Ethics 3 (3/0/0) Common course outline is fine but MN Transfer paperwork needs to be completed before the course is approved. Mike will work with Brian Huschle to complete paperwork.
Approved	PNSG1290	LPN Refresher 3-6 credits variable Change from NURS1190 to PNSG1290 content stays the same common course outline needs to be entered online
Approved	READ0098	Critical Reading Skills 3 (3/0/0)
Approved	STSK1110	College Success 1 (1/0/0) replaces GTEC104 at EGF same # at TRF before
Approved	TRDR1151	Defensive Driving 1 (1/0/0) change verb in last outcome to simulate instead of assimilate
Approved	WELD1152 WELD1153 MANF1510	MANF1560 Robotic Programming I MANF2560 Robotic Programming II MANF1510 Machine Operations 1/0/0

BIOL Prerequisites
The committee discussed a faculty request to change the prerequisite on BIOL2252 & BIOL2254 that were submitted in March, which was past the January deadline. The committee agreed the prerequisites would remain as approved at the 3-24-04 meeting. If the biology department faculty from both campuses believes the prerequisites should be changed for the next year, that recommendation should be presented to the next AASC committee. However, both campuses biology department faculty must agree on the prerequisites to be submitted at that time.
Questions were raised about prerequisites for distance education courses.

Chair Stipend
Kent proposed that Ruth and Kathy each be paid the full stipend instead of halving the stipend due to the dramatic changes that occurred this year. Unanimously approved by the committee.

Policies
Policies will be reviewed at the May meeting.

NCA
The following questions need to be answered by July and then a site visit will occur in May 2005.
1. What change is being proposed?
2. What factors led the organization to undertake the proposed change?
3. What necessary approvals have been obtained to implement the proposed change?
4. What impact might the proposed change have on the challenges identified by the commission as part of or subsequent to the last comprehensive visit?
5. What are the organization's plans to implement and sustain the proposed change?
6. What are the organization's strategies to evaluate the proposed change?

Kent asked the committee to consider faculty volunteers to serve on committees to answer the questions. The committee discussed the need for someone who will be the comprehensive narrator/writer of the report.

Pre-meets
Establish faculty pre-meets next year via ITV to streamline the process. A trial pre-meet will be scheduled for the next meeting.

AA in EGF
Discussion occurred regarding offering the AA degree on the EGF campus next year. Concern was expresses that TRF is fearful of the loss of students, which will lead to the loss of faculty. Others believe the end result will benefit both NCTC campuses due to the fact the degree will target different audiences. The committee suggested various ways of implementing the AA degree: through distance courses – via ITV courses – commuting students via bus between campuses – adult learners on weekend college.

Kent suggested a cross functional AA advisory group from both campuses be established to layout how to strengthen the AA on both campuses and strategize the implementation at EGF. Mike will recruit members from EGF and Kathy will recruit members from TRF. A Motion made and seconded to approve the AA degree in EGF. Motion approved.

Proposed 2004-05 Meeting Schedule
The committee will meet the second Wednesday of each month alternating the meeting times: mornings in EGF from 9-12noon and afternoons in TRF from 1-4pm.
The first meeting next year will be September 8 in TRF from 1-4pm – lunch provided.

Next Meeting
The next meeting has been scheduled for May 14 from 9-1pm in EGF.