

ACADEMIC AFFAIRS AND STANDARDS COUNCIL

January 19, 2005
Thief River Falls Campus

MINUTES

Members Present: Kent Hanson, Steve Alston, David Christian, Ruth LeTexier, Mike Normandin, Sue Olson, Kathy Huschle, Jeff Thomas, Dan Willoughby, Wade Selvig, Danie Packard, Jack Haymond, Dennis Bendickson

Members Absent: Elizabeth McMahon, Shari Olson

Review of Minutes

The December minutes were approved.

Policy – Program of Study

The committee agreed to the following wording change in the Program of Study policy - . . . for “one semester or more” must . . . will be change to . . . for “one academic year” must. . .

General Education Policy

No new information. A draft will be due for the February 9, 2005, AASC meeting.

Liberal Arts Subcommittee

Mike and Kathy have recruited volunteers. The subcommittee will meet on February 22, 2005.

Course Curriculum Changes

Decision	Courses	Discussion
Approved	ADMS1104 Skillbuilding	Reviewed learner outcomes – drop ADMS0090 Basic Keyboarding as prerequisite
Approved	CLST 1110, 2212, 2220, 2230, 2232, 2258, 2272, 2275, 2276, 2278	Reviewed learner outcomes - Ruth will speak to Mary about adjusting the clinical courses to specify subject content. Mary agreed to and made corrections.
Approved	CLST1150 Instrumentation	New course description
Approved	CLST2200 Quality Assurance & Stats	New course description
Approved	CLST2223 Clinical Chem Applic	New course description – assessment need case study
Approved	CLST2224 Urinalysis now Urinalysis/Body Fluid	Name change and course description change
Approved	CLST2270 Clinical Hematology now Clin Hematology/Coagulation	Name change and course description change
Approved	ENGL1126 Intro to Literature	remove prerequisite ENGL1111 Composition I
Approved	ENGL2203 Creative Writing 2 cr change to 3 cr	Effective Fall 05
Approved	HLTH1106 Medical Terminology	Reviewed learner outcomes - Ruth spoke with Sue/Dorinda to Clarify # 8 - utilize computerized technology relative to the course. Sue/Dorinda agreed to remove #8.

Approved	HLTH2002 Pharmacology	Reviewed learner outcomes
Approved	HPER1410 First Aid/CPR	Reviewed learner outcomes
Approved	PHIL1111 Philosophy of Religion	Reviewed learner outcomes
Provisional Approval	SPAN 1101, 1102, 1120, 2201, 2202	Reviewed learner outcomes Kathy will meet with the instructor to clarify intermediate description

Program Curriculum Changes

Decision	Programs	Discussion
Approved	Accounting – AAS – TRF only BUSN2218 move from 1 st fall to 2 nd fall Critical Thinking elec move from 2 nd fall to 2 nd spring Humanities elec move from 2 nd spring to 1 st fall	
Approved	Accounting – Diploma – TRF only BUSN2218 move from 1 st fall to 2 nd fall SSCI1101 move from 2 nd fall to 2 nd spring Tech elec went from 5 in 2 nd spring to 3 in 1 st fall and 2 in 2 nd spring = 5 total	
Provisional Approval	Architectural Technology program outcomes	Reviewed outcomes – Kathy will request advisory committee approval.
Approval	Clinical Laboratory Tech program outcomes	Reviewed outcomes – Ruth will request advisory committee approval. Mary supplied Ruth with document.
Approved	Health & Fitness Specialist – AS Remove BIOL1111 Biological Prin I 4 cr Add BIOL1120 Human Biology 4 cr Swap semesters of HPER2250 (move from 4 th sem to 2 nd sem) FITN1103 (move from 2 nd sem to 4 th sem)	Instructor must check with UMC on the articulation agreement regarding changing the BIOL course.

Program Outcomes

The committee agreed that faculty must provide advisory committee approval/support when submitting program outcomes for approval.

Next Meeting

The next meeting is scheduled for February 8, 2005, from 9am-12noon on the EGF campus.