

**Academic Affairs & Standards Committee
December 12, 2006, 9-12 am
EGF #106**

Present : Kent Hanson, Mike Normandin, Jeff Thomas, Dennis Bedickson, Rocky Ammerman, Danie Packard, Jack Haymond, Kathy Huschle, Kathy Olson, Curtis Peters, Susan Olson, David Christian, Donna Craigmile, Kate Schmalenberg

Approval of Minutes

The November minutes were approved as recorded.

Update on MNTC

The committee reviewed the draft prepared by the sub committee.

Two sentences should be changed as follows:

1.b.ii. Common course outline must also demonstrate that the MNTC goal competencies are being met and assessed appropriately.

2.a. In accordance with past procedure, inclusion in the transfer curriculum of two, four year MnSCU institutions, or the U of M and one four-year institution.

A task force will determine the process to review of the courses before they are submitted to this committee. The task force members will be Kathy, Mike, Kate, Rocky, Dennis, and two liberal arts faculty at large.

Oline Requirements

Rocky will research how other colleges are allowing community students to enroll into just one course for one time without completing all the required paperwork. Rocky will also bring a list of all NCTC's public courses to the January meeting.

3070 Academic Progress Policy

The committee reviewed and approved the submitted updates.

BIOL2252 & BIOL2254 update

Kent has requested Teresa Theisen, Online Minnesota, to investigate which colleges / programs / students are purchasing the 3 credit courses. On December 29, the Chief Academic Officers from the regional consortium will be meeting and Kent has added to the agenda the discussion to increase from 3 to 4 credits. Kent will report the outcome of that discussion at the January meeting.

Academic Advising

Administration will no longer be assigning faculty to students as their advisors. Kent indicated a task force will be developed to work on the advising process for the college.

Duty Days

During the January duty days, the Departments will have a two hour meeting block. When liberal arts faculty analyze the courses to meet the MN transfer review, faculty should also complete the Institutional Learner Outcomes.

Program Changes

Vote	Course	Discussion
Tabled	Mass Communications - AS	Need articulation agreement updated. Allow students to repeat Audio or Video Practicum for a second semester.
Approved	Admin Support – Microcomputer Emphasis – Diploma at EGF	Drop Tech Electives 3 cr Add CTR1500 Intro Web Concpt 3 cr

Course Changes

Vote	Course	Discussion
Tabled	BUSN 2201 Intro to Entrepreneurship 3 cr	New course – improve course description and fix in common course outline format
Approved	MFPT 2580 Hydraulics & Pneumatics 3 cr	Change from 3/0/0 to 2/1/0
Approved	MFPT 2590 Geo Dimen & Tolerancing 3 cr	Change from 2/1/0 to 3/0/0

Next Meeting

The next meeting is scheduled for Wednesday, January 17, from 1-4 pm in TRF.

Day	Date	Time	Location
Tuesday	February 13	9-12 pm	EGF
Wednesday	March 7	9-12 pm	TRF
Tuesday	April 10	1-4 pm	EGF
Wednesday	May 9	9-12 pm	TRF