

AASC Minutes
September 13, 2006
TRF Library Room, 1-4 pm

Present: Kent Hanson, Mike Normandin, Jeff Thomas, Jack Haymond, Kathy Huschle, David Christian, Dennis Bendickson, Curtis Peters, Rocky Ammerman, Kathy Olson, Danie Packard
Absent: Mary Belanus, Susan Olson,

Election of chair(s)

Kathy Huschle and David Christian volunteered to remain as co-chairs. Administration will review the budget and bring forth a decision on the stipend amount at the next meeting.

Committee Meeting Time

The group discussed changing some meeting times around from the proposal made last May.

Meeting times will be as follows:

Day	Date	Time	Location
Tuesday	October 10	1-4 pm	EGF
Wednesday	November 15	9-12 pm	TRF
Tuesday	December 12	9-12 pm	EGF
Wednesday	January 17	1-4 pm	TRF
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

Program Learner Outcomes

All program learner outcomes will be posted in Employee Virtual Office under Assessment/Quality >> Program Learner Outcomes after Friday, 9/15. Kent will email the committee once all outcomes have been posted. Each committee member will review the program learner outcomes and forward comments to Kent, Kathy, and David. Votes of approval or not approval should be emailed to Kathy & David.

Institutional Learner Outcomes

Tabled. Jeff will bring the NCA new criteria to the next meeting.

Minnesota Transfer Curriculum

By 12/15/06, NCTC's plan on how to review Mn Transfer Curriculum needs to be submitted to JoAnn Simser, MnSCU System Director. Kathy distributed MnSCU Institution's Minnesota Transfer Curriculum Review Plan and the Checklist of Evaluation Criteria for Courses to be Included in the MnTC. Kathy will start looking for the original Transfer Curriculum documentation on the TRF campus. Kathy and David will email all liberal arts faculty indicating the transfer courses need to be reviewed and to please start looking for their transfer curriculum material. Each committee member will bring ideas to the October meeting on how to proceed.

Courses to be Converted to New CCO

The two courses remaining to be converted are BCST 2235 Internship and SPCH 2201 Oral Interp Literature. Jeff will check on BSCT and Mike will check on SPCH.

Clean up Forms

On the Curriculum Modification: Quick Form, move the Originator of Proposal, Course Title/Program, Date of Submission, and Proposed Implementation Date to the top of the form.

On the Curriculum Modification: Long Form, under Section I: change to All submissions must be complete this entire section. Also add a Course Title/Program box.

General Education Policy

Kent indicated this year the committee needs to determine the general education requirements for diploma programs of 45 credits or more. Karleen will email the list of all general education courses to the committee. Kathy Huschle will be dismissed; Kathy Olson and Curtis Peters will be added to the General Education Policy Committee.