

Academic Affairs & Standards Committee
October 23, 2007, 9-12 pm
EGF #106

Present : Kent Hanson, Mike Normandin, Jeff Thomas, Rocky Ammerman, Dennis Bedickson, Jack Haymond, Kathy Huschle, Joel Zigler, Mary Dyrud, David Christian, Donna Craigmile, Kate Schmalenberg, Curtis Peters, Don Fischer

Guests: Dean Dahlen, Richard Chapman, Dexter Gonsorowski, Bob Wold, Anne Temte

Approval of Minutes

The September minutes were approved as recorded.

AASC Chair Expectations

One week prior to agenda setting, the AASC Chair will request agenda items from the faculty. The Chair will set the agenda with the Chief Academic Officer (CAO) and forward the agenda with accompanying items to AASC members as well as faculty at least one week prior to the scheduled meeting. The Chair will be in charge of facilitating the meeting by bringing forward each agenda item, guiding discussion, and tabulating votes. The Chair or designee will contact all individuals who have submitted agenda items regarding decisions made by the AASC. The Chair shall have served a minimum of one year on the AASC and upon being elected will serve a two year term.

Cut Scores

Dean Dahlen distributed a memo from the Office of the Chancellor identifying recommended minimum Accuplacer cut scores which would indicate a student is ready for introductory college level courses. These cut scores apply to a student who plans to begin taking courses in Fall 2008 at any Minnesota state college or university.

Accuplacer Subtest	Current NCTC Cut Score	Recommended MnSCU Cut Score
Reading comprehension	66	77.5
Sentence skills	78	85.5
College algebra	85 on Elementary Algebra Do not test on College Level Mathematics	75.5 on Elementary Algebra and 49.5 on College Level Mathematics

Dean proposed the following:

Reading comprehension – maintain the current cut score of 66 to determine if a student needs to take a developmental reading score for all program areas. Faculty determine which courses are reading intensive and apply the new MnSCU cut score of 78 to those courses. The current developmental reading courses need to be reviewed to determine if another reading course should be developed to address the different reading levels.

Sentence skills – stop administering the sentence skills section of the test. Students who attain a score of 78 on the Reading Comprehension will be placed into college level writing.

Math sequence -- maintain current cut score for developmental courses: MATH 0080, 0090, 0094, 0098. Follow MNSCU recommendations for access to MATH 1110 College Algebra and MATH 1102 Contemporary Math. Students who score 85 on Elementary Algebra but did not score above a 50 on CLM may still be allowed into College Level Math.

Jeff and Mike will schedule a meeting with faculty from the English and Math departments as well as Dean Dahlen to review and propose implementations within the next two weeks. Faculty need to determine what prerequisites should be set for each course. All these changes must be entered in ISRS before the Academic Administrative Assistants can begin entering the Fall 08 schedule.

Course Survey

A faculty request was submitted wondering if the course survey could be conducted later in the semester instead of mid semester. The committee indicated the mid semester date was set by Shared Governance. Kathy will forward the request to shared governance.

Program Changes

Vote	Program	Discussion
Approved	Administrative Support Software Specialist, AAS, 64cr – TRF	Suspend at TRF
Approved	Aviation Maintenance Technology, AAS, 103cr & Diploma, 88 cr - TRF	Suspend Aviation faculty discussed some of the details regarding the suspension of the programs.
Approved	Pharmacy Technology, AAS, 60 cr and Diploma, 36 cr – TRF	Suspend at TRF
Approved	Practical Nursing, Diploma - TRF	Delete HLTH 1110 and HPER 1410 as prerequisites to the program.

Course Changes

Vote	Course	Discussion
Tabled	ENGL 2998 Special Topics in Literature 3 cr 3/0/0	New course – MNTC Area 6 --- Improve course description Remove from MNTC
Tabled	MUSC 1111 Music Fundamentals 3 cr	Updated course description.
Tabled	MUSC 2201 Classroom Music Skills 3 cr	Updated course description.
Tabled	PHIL 2210 Morals and Medicine 3 3/0/0	
Approved	CPTR 1171 Fund Network Security 3 cr 2/1/0	New elective course – #7, #8 change understand to implement #10 delete understand and #13 change understand the application of to implement
Approved	NURS 2110 Health Assessment Prin 3 2.5/.5/0	Lecture/lab break out should be 2/1/0

Institutional Learner Outcomes (ILO)

The complete ILO's will be reviewed by the committee in November.

MNTC Update

Kathy will work with the Physics and Chemistry faculty to determine how to revise those course descriptions so it is not program specific in order to keep those courses on the MNTC.

Meeting Schedule

Day	Date	Time	Location
Wednesday	November 14	1-4 pm	TRF
Tuesday	December 11	1-4 pm	EGF
Wednesday	January 16	1-4 pm	TRF
Tuesday	February 12	1-4 pm	EGF
Wednesday	March 12	9-12 pm	TRF
Tuesday	April 8	9-12 pm	EGF
Wednesday	May 7	1-4 pm	TRF