

Academic Affairs & Standards Committee
November 14, 2007, 1-4 pm
TRF #215

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

Absent: Don Fischer, Donna Craigmile

Approval of Minutes

The October minutes were approved as recorded.

A meeting date conflict was noted and is corrected in the meeting schedule below.

Program Changes

Vote	Course	Discussion
Approved	Allied Health Science – Certificate – 20 cr 3cr - BIOL 2252 Anat & Phys I 3cr - BIOL 2254 Anat & Phys II 3cr - ENGL 1111 Composition I 2cr - HLTH 1106 Med Terminology 3cr - HLTH 1101 Intro Hlth Profess 3cr - PSYC 1105 or 2201 3cr - Health Related Electives	New program proposal to be offered on both campuses. Needs MnSCU approval. HLTH 1101 needs to be developed and brought to AASC for approval.

Course Changes

Vote	Course	Discussion
Tabled	ANTH 2201 Phys Anthropology & Arch 3cr 3/0/0 MNTC Area 5	Add to MNTC Area 10 Table until February.
Tabled	ARCH 2232 3D Visual II 5 cr 3/2/0	Change minor wording in a course description. Expand current learner outcomes and add at least six learner outcomes.
Tabled	AUBO 2231 Auto Body Lab III 2 cr 0/2/0	New course Is this an elective or will it be a required course on the program plan?? If so, which program – AAS or Diploma? Which course are they removing so the total program credits remain the same??
Tabled	ENGL 2998 Special Topics in Literature 3 cr 3/0/0	New Course – MNTC Area 6 – Improve course description Remove from MNTC Deans approval of topic Possible variable credits – elective Kathy to talk to Kerry J. in English dept.
Approved	CPTR 1500 Intro Web Concepts 3 cr 2/1/0	Change minor wording in course description and modify the course learner outcomes. Both list specific software, Frontpage, but should not tie course to any software. Correct dates - approved
Approved	MUSC 1111 Music Fundamentals 3 cr	Updated the course description.

Approved	MUSC 2201 Classroom Music Skills 3 cr	Updated the course description.
Approved	PHIL 2210 Morals and Medicine 3 cr 3/0/0	Changes in Course Description and the phrase "bioethics" in description of learner outcomes to "health care ethics."
	PHYS 1111 General Physics I 4 cr 3/1/0 MNTC Area 3 PHYS 1112 General Physics II 4 cr 3/1/0 MNTC Area 3	In each course description, delete the phrase "This course is for students intending to major in dentistry, pharmacy and other fields related to medicine, forestry, or the biological sciences."

Accuplacer Scores

Writing – Approved 78 Accuplacer for reading for English Composition courses. English faculty will meet together to determine whether the use of the sentence skills Accuplacer test will also be used.

Reading – Voted to not identify any reading intensive courses at this time. Discussion evolving depending on state recommendations.

Math – Approved based on agreement from TRF math faculty.

English Language Learners

Tabled

Institutional Learner Outcomes (ILO)

"Course application of ILO's" to replace "suggested methods of ILO's assessment" Kathy made the change on her electronic copy. Kent will email revised document to faculty asking them to model their ILO's after it. Included will be good examples of 5 courses. To be done by the end of the year.

MNTC Update

Down to 20 courses left.

Pull Advanced Phys and Forensic Chemistry.

After Thanksgiving, Kathy plans to begin the report, which is due January 28, 2008. To be approved by AASC at the January meeting.

Kent requested two members of AASC to sit on the NCA steering committee. Those two members will be Kathy Huschle and Jack Haymond.

Meeting Schedule

Wednesday, March 12 is spring break so that meeting will be rescheduled to the prior week, March 5, 2008. Kathy will check with Cindy for any other meeting conflicts.

Day	Date	Time	Location
Tuesday	December 11	1-4 pm	EGF
Wednesday	January 16	1-4 pm	TRF
Tuesday	February 12	1-4 pm	EGF
Wednesday	March 12 March 5	9-12 pm	TRF
Tuesday	April 8	9-12 pm	EGF
Wednesday	May 7	1-4 pm	TRF