

**Academic Affairs & Standards Committee**  
**December 11, 2007, 1-4 pm**  
**EGF #106**

**Present :** Kent Hanson, Mike Normandin, Rocky Ammerman, Dennis Bedickson, Jack Haymond, Kathy Huschle, Mary Dyrud, Jennifer Dahlen, Kate Schmalenberg, Curtis Peters, Don Fischer, Donna Craigmile

**Absent:** Jeff Thomas, Joel Ziegler

**Approval of Minutes**

The November minutes were approved as recorded.

**Program Changes**

<b>Vote</b>	<b>Course</b>	<b>Discussion</b>

**Course Changes**

<b>Vote</b>	<b>Course</b>	<b>Discussion</b>
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 2XXX Literature and Film 3cr 3/0/0	New course – learner outcomes are not specific to literature and film, improve course description, MNTC area 6 OK but not area 1.
Tabled	HLTH 1101 Intro Hlth Professions 3cr	New course – questioned course description, combine learner outcomes, encouraged vs will job shadow, questionnaires, assessment
Approved	AUMO 2207 Fuel/Injection/Emissions	Change AUMO2204 as a corequisite not a prerequisite.
Approved	PHIL 2240 Business Ethics	Removing from MNTC area 2. Updated course description & learner outcomes.
Approved	PTAS 1101, 1105, 1108, 1110, 1114, 1116, 1120, 1130, 2101, 2125	Updated the learner outcomes based on program accreditation standards.
Faculty withdrew proposal	RADT 1130 Radiographic Imaging 2cr 1/1/0 RADT 1134 Radgrphc Film Proc/Eval 3cr 3/0/0	Inactivate both courses, remove from 1 <sup>st</sup> summer semester
Faculty withdrew proposal	RADT 1136 Radiographic Exposures 3 cr 2/1/0	Clarify course description and learner outcomes, add to 1 <sup>st</sup> spring semester

**Institutional Learner Outcomes (ILO)**

Kent will email faculty the course reviewed by the group. Faculty should develop institutional learner outcomes for each course based on the examples.  
The courses will start to be reviewed in January.

**MNTC Update**

Kathy distributed a list of all the MNTC courses identifying whether the course has been reviewed, approved, removed, or revised. Kathy and Kent will work on the final report to be submitted to MnSCU by January 28. In the future, the courses will be reviewed every five years. Kathy will forward the paperwork to Karleen in January to be posted in Virtual Office.

**Meeting Schedule**

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