

Academic Affairs & Standards Committee
October 15, 2008, 1-4 pm
TRF #545

Present : Kent Hanson, Hank Roehrich, Norma Konschak, Rocky Ammerman, Jack Haymond, Andy Mueller, Kathy Huschle, Don Fischer, Curtis Peters, Joel Ziegler, Jennifer Dahlen, Mary Fontes

Absent: Donna Craigmile

Approval of Minutes

The September minutes were approved as recorded.

Course Changes

Vote	Course	Discussion
Tabled	EMTP 1140 Paramedic II 4 cr 4/0/0 EMTP 1144 Paramedic Skills 4 cr 0/4/0	Need documentation to clarify what has changed to justify modification. (Long Form)
Tabled	ENGL XXXX Women's Literature 3 cr 3/0/0	New course -- Need to further explore rationale for adding to curriculum.
Denied	ARCH 2228 Photoshop I 4 cr 2/2/0 ARCH 2229 Photoshop II 4 cr 2/2/0 ARCH 2231 3D Visual I 5 cr 3/2/0 ARCH 2233 3D Studio Max I 5 cr 3/2/0 ARCH 2234 3D Studio Max II 5 cr 3/2/0 ARCH 2235 Digital Video Editing 2 cr 1/1/0	Update lec/lab/ojt breakdown. Need to remove MN Transfer Curriculum. New Learner Outcomes Norma and Kathy will meet with ARCH dept. to work on this.
Approved	AUBO 2235 Auto Body Internship 2 cr 0/2/0	Modify Lec/Lab/OJT breakdown to correctly reflect as OJT credits.
Approved	EMTB 1100 Emergency Med Tech Basic 6 cr 5/1/0	Drop credits down to 4 cr 1/3/0 Approved with revision (limit institutional learner outcomes to 3)
Approved	HLTH 1130 Home Health Aide 1 cr 1/0/0	Modified course description with spelling corrections noted.
Approved	MATH 4420 1107 Intro to Math Sciences 3 cr 0/3/0 Registrar's note to list as MATH 1107.	Approved as a "Pilot" only. Add to MNTC Goal Area 4 – Math/Logic. Will revisit in April or May.
Approved	MFPT 1570 Manufacturing Internship 2 cr 0/2/0	Modify Lec/Lab/OJT breakdown to correctly reflect as OJT credits.
Approved	MSTH 1115 Massage Pathology MSTH 1118 Intermediate Massage MSTH 1122 Deep Tissue Massage MSTH 1124 Sports Massage/Hydrotherapy	Add Co-Requisite of MSTH1105 to each course.
Approved	NURS 2191 Directed Study 1-4 cr 0/1-4 /0 as determined by the AD nursing director	Variable credit course - CCO approved as submitted.
Approved	RADT 1132 Radiographic Proc III 3 cr 2/1/0	Modify CCO to include 2 additional learner outcomes and course description with correction noted

Decision Modification Form

New form was approved.

Liberal Arts Certificates

Rocky, Norma and Hank will explore the idea of offering LA certificates. The intent of offering LA certificates is to allow students to take MNTC courses and seamlessly transfer them to another MNSCU institution. The certificate(s) would be geared for students that may only enroll at NCTC for a semester or 1 year. The number of credits for the certificate is yet to be determined.

Policy 3.36: Degree Cap

Change in policy. Kent will bring forms to next meeting.

Norma will work with Tech. programs – “Guiding principles” will be sent to faculty to help assess the degree cap of 60 credits.

Meeting Schedule

Day	Date	Time	Location
Tuesday	November 18	1-4 pm	EGF
Wednesday	December 10	9-12 pm	TRF
Tuesday	January 20	1-4 pm	EGF
Wednesday	February 11	1-4 pm	TRF
Tuesday	March 3	9-12 pm	EGF
Wednesday	April 8	9-12 pm	TRF
Tuesday	May 5	1-4 pm	EGF