

Academic Affairs & Standards Committee
October 12, 2010 1-4 pm
EGF # 115

Present : Norma Konschak, Kent Hanson, Mary Fontes, Rocky Ammerman, Jack Haymond, Andy Mueller, Kathy Huschle, Don Fischer, Shannon Nelson, Sue Field, Erin Almlie, Kate Schmalenberg

Absent: Curtis Peters, Donna Craigmile

Approval of Minutes

The September minutes were amended based on Mary's suggestions and approved.

Program Changes

Vote	Program	Discussion
Tabled	Supervisory Leadership – Certificate 18 cr TRF	Drop Technical Electives 6 cr Add BUSN 2231 Leadership 3 cr Add SSCI 1101 Human Relations 3 cr Drop listed elective courses: BUSN2218, MKTG2220 Institutional learner outcomes needed for BUSN 2231 MKTG 2120, BUSN 2210, BUSN 2231 all very similar

Course Changes

Vote	Course	Discussion
Approved	NURS 2110 Health Assessment Prin 3 cr	Updated learner outcomes.

Decision Academic Presentation -- <http://www.decisionacademic.com/>

A WebEx conference call occurred demonstrating the Decision Academic Navigator Suite software package. The software has been marketed in the USA, Canada, and Australian serving 300 institutions over the past 15 years. The Navigator Suite is comprised of four components; curriculum navigator, catalog navigator, degree navigator, and transfer navigator. The suite provides for curriculum development/management/approval process, catalog development, student advising and planning for graduation, auditing, and transfer data management. Today's demonstration focused on the curriculum navigator. An overview on how this component works is; an individual initiating curriculum change logs in, inputs the required information based on the forms established, saves the data, and submits the change request. Based on the processes established and assigned security rights, others login to review the changes, provide feedback, and approve/deny the request.

All forms are created based the information an organization wishes to gather and security rights to all levels of the approval process need to be established by organization.

For example, the new course form contains input fields for title, description, credits, start, end, course objectives, learning outcomes, assessment method, identify prerequisites, corequisites, equivalences, exclusion, and cross listed courses. Degree navigator lists the different programs, identify course requirements, attach grade and GPA requirements, identify categories, and share requirements on multiple programs.

The question was raised as to what needed to occur for implementation, training, and support. A general implementation synopsis would be to establish a QualityAssurance site to import all existing data, review all data, clean up/fix import errors, build all forms, establish and assign all security rights, build work flow patterns based on security approvals, test all aspects of the system, and work on system integrations with any 3rd party communications. As for training, there would need to be system admin, technical troubleshooting, and web end user training.

Due to the time limitation, another in-depth demo will be scheduled with selected members (Kathy, Don, Rocky, Karleen, Shannon). Any questions from today's demo should be forwarded to those identified to gather more details from the next demo. Kent indicated the Office of Chancellor purchased a site wide license of curriculum navigator, called program navigator, to input program requests.

Program Prerequisites – NESS Law

The committee reviewed the list of programs requiring program prerequisites and those programs required to meet NESS Law. It has not been determined if program emphasis areas with different CIP codes are required to meet NESS Law. It was noted that if a course is listed as a program prerequisite, DARS needs to track the course and students need to complete it to graduate. If the information is listed as a program specific requirement, the faculty must track if the student meets the standards. After some discussion, the committee agreed for the future, AASC would not approve any program changes with program prerequisite courses identified. Kent and Norma will contact faculty to begin reviewing and working on curricular changes for those programs with existing program prerequisites. Mary and Rocky will research the circumstances as to when students will receive financial aid for program specific requirements / prerequisite courses.

3340 – Assessment for Course Placement Policy

Norma reported the Developmental Committee has not met yet.

2010-11 Meeting Schedule

Day	Date	Time	Location
Wednesday	November 17	1-4 pm	TRF
Tuesday	December 7	9-12 pm	EGF
Wednesday	January 19, 2011	9-12 pm	TRF
Tuesday	February 8	1-4 pm	EGF
Wednesday	March 2	1-4 pm	TRF
Tuesday	April 5	9-12 pm	EGF
Wednesday	May 4	1-4 pm	TRF