

Academic Affairs & Standards Committee

May 11, 2016 1—4 pm
EGF 149, TRF 601, TRF AC 13B

Present: Don Fischer, Mary Fontes, Brian Huschle, Andy Mueller, Jack Haymond, Carey Castle, Kathy Huschle, Mike Curfman, Curtis Zoller, Jon Beck, Karl Ohrn,

Absent: Kate Schmalenberg, Erin Almlie, Brian Suckow, Kari Koenig, Lisa Bottem, Jim Retka

Approval of Minutes

The April minutes were approved as recorded.

Program Changes

| Vote | Program | Discussion |
|----------|--|---|
| Approved | Advance General Agriculture Certificate 30 cr TRF T267 Program updated in December 13, 2016 minutes MnSCU approval 12-20-2016 | New program (only adds to 29 cr) AGRG 1100 Intro to Agriculture 3 cr AGRG 1105 Intro to Agribusiness 3 cr AGRG 1110 Intro to Animal Science 4 cr MATH 1102 Contemporary Math 3 cr PAET 1100 Intro Precision Ag 3 cr AGRG 1115 Intro to Agronomy 3 cr AGRG 1120 Intro to Food Products 4 cr BIOL 1131 Intro Natural Resources 3 cr ENGL 1111 Composition I 3 cr |
| Approved | Small Unmanned Aerial Systems Technician AAS 60 cr TRF T725 MnSCU approval 12-20-2016 | New program AVIA 1105 Basic Electricity 5 cr CPTR 1131 Microcomputer Maintenance 4 cr UAST 2110 Foundations of UAS 3 cr UAST 2180 Ground School 3 cr AVET 2131 Avionics I 5 cr ENGL 1111 Composition I 3 cr ETAS 2220 Microcontrollers 4 cr UAST 2190 sUAS Lab 3 cr CRLT 2103 Job Seeking & Keeping 1 cr ENGL 1112 Composition II 3 cr ETAS 1560 Robotic Programming I 2 cr ETAS 2221 Sensor Technology 4 cr MATH 2203 Statistics 4 cr ENGL 2207 Technical Writing 3 cr ETAS 2230 Motor Controls 3 cr ETAS 2232 Microcontrollers II 4 cr MNTC Electives 6 cr |

Course Changes

| Vote | Course | Discussion |
|----------|--|--------------------------------------|
| Tabled | HPER 2245 Elementary Physical Education 3 cr | ILO's updated and change course name |
| Approved | AGRG 1115 Intro to Agronomy 3 cr 2/1/0 | New course |
| Approved | AGRG 1120 Intro to Food Products 4 cr 2/2/0 | New course |
| Approved | RESP 2242 Pediatric/Neonatal Care 4 cr 2/2/0 | Delete Co-requisite RESP2212 |

UNIV Course(s)

UNIV 1000 Prior Learning Resume Dvlpmnt 1 cr

UNIV 1100 Prior Learning Resume Eval ?? cr

UNIV 1200 Prior Learning Enhancement ?? variable

Shannon Nelson presented the three UNIV courses that are being developed by the consortium colleges and requested the committee's feedback. The committee recognizes the need for such courses, however believes that 3150 & 3150P Credit for Prior Learning Policy & Procedure, to some extent, serves the same purpose but does not address portfolio assessment. Specific questions related to UNIV 1100 were; How many credits will student pay for? How will faculty be compensated for? Is it a P/NP course? Independent Study option? Shannon will relay the committees input and report back in the fall.

Program Specific Requirements (Standing Agenda Item)

Dietetic Technician AAS 67 cr

1. Complete the [admissions application](#) to NCTC.
2. Complete all required developmental courses with a C grade or better before applying to the DT program.
3. Complete the TEAs for Allied Health with a minimum score of 50.
4. A cohort of 30 students will be admitted annually to the program. Students scoring the highest in the [admission's rubric](#) will be selected.

5. **Completion of the Dietetic Technician program eligibility survey.** The application window will be open August 15 – September 15th.
6. Obtain student membership to the [Academy of Nutrition and Dietetics](#) cost \$50.
7. Completion of the College [Health Screening & Immunization](#) form prior to enrollment in DIET2035, DIET2040, and/or DIET2045.
8. Completion and approval for clinical participation of the Minnesota Department of Human Services Licensing Division [Background Study](#).
9. Completion and approval for clinical participation of a National Background Study through Verified Credentials cost \$50.
10. Complete all required courses for the Dietetic Technician program with a grade of C or better.

Policies and Procedures

3072P Academic Dishonesty Procedure -- 2nd reading of the procedure. Motion made, seconded and approved to approve the 3072P. New Procedure 3340P: Assessment for Course Placement Procedure – No change to 3340 policy. The procedure will be sent out via email for a vote in June.

Curriculum Handbook

Mike Curfman indicated the curriculum handbook is in the development progress and hoping to have it ready by fall. The goal is to limit the number of links to click on to find material. The committee should review the document to date and forward any suggestions to Mike.

American Crystal Sugar

Carey Castle reported he met with American Crystal Sugar who is looking for a program which will graduate production operators. Andrew Dahlen, Mike Curfman, and Brian Huschle are working on a program proposal for the committee to look at regarding a Production / Mill Right Operator. The program will be offered on the EGF campus.

2016-17 Meeting Schedule

| Day | Date | Time | Location |
|-----------|--------------------------|-----------|----------|
| Tuesday | September 6 | 9 - 12 pm | |
| Wednesday | October 11 | 1 - 4 pm | |
| Wednesday | November 8 | 1 - 4 pm | |
| Tuesday | December 14 | 9 - 12 pm | |
| Wednesday | January 11 | 1 - 4 pm | |
| Tuesday | February 7 th | 1 - 4 pm | |
| Wednesday | March 15 | 9 - 12 pm | |
| Tuesday | April 11 | 1 - 4 pm | |
| Wednesday | May 10 | 1 - 4 pm | |