

Academic Affairs & Standards Committee

May 10, 2017 EGF 290

Present: Don Fischer, Mary Fontes, Brian Huschle, Andy Mueller, Jack Haymond, Mike Curfman, Kari Koenig, Carey Castle, Kathy Huschle, Jon Beck, Jodi Stassen, Lisa Bottem, Erin Almlie, Karl Ohrn, Brian Suckow
Absent: Jim Retka, Curtis Zoller,

Approval of Minutes

The March minutes were approved as recorded.

Program Changes

| Vote | Program | Discussion |
|----------|---|--|
| Approved | Pharmacy Technology AAS 60 cr EGF E440 | Fall 2017 Drop G4: Math/Logical Elec 3 cr Add MATH 1110 College Algebra 3 cr |
| Approved | MSSC Certified Production Technician Certificate 8 cr TRF and EGF MnSCU approved June 21, 2017 E350 T350 | New program Fall 2017 CMAE 1514 MSSC Safety 2 cr CMAE 1518 Manufacturing Processes 2 cr CMAE 1522 MSSC Quality Practices 2 cr CMAE 1526 Maintenance Awareness 2 cr |

Course Changes

| Vote | Course | Discussion |
|--------|---|---|
| Tabled | MATH 1110 College Algebra 3 cr 3/0/0 MATH 2203 / BUSN 2203 Statistics 4 cr 4/0/0 | Update learner outcomes -- all math faculty to review, Submit old and new CCO |

Program Specific Requirements (Standing Agenda Item)

Physical Therapist Assistant AAS -- EGF

Add to #5: The TEAS V for Allied Health can be taken a maximum of two times per academic year (defined as August through July).

Add to list of program requirements: The program requires students to have current working knowledge of required sciences. Courses older than 5 years may not be accepted for transfer into the program: BIOL 2252, BIOL 2254. This may be waived if an applicant has recent experience working as a licensed healthcare provider.

Policies

Motions were made, seconded, and approved for the following policy changes as submitted.

3070 Satisfactory Academic Progress

3120 Transfer of Credit

3120P Transfer of Credit

3150P Credit for Prior Learning

3310P Health & Human Services Programs Procedure on Student Health Screening Records

3340P Assessment for Course Placement Procedure

3110 Service Learning

Committee reviewed the 3110 Service Learning policy to be implemented for Fall 2017 and added to the catalog. Students beginning AAS programs in Fall 2017 will be required to complete 8 hours of volunteer service to an agency and submit a reflective paper to college faculty before graduating. This experience is different than internship requirements. This is about giving back to our community in which we live and teaching the students the value of volunteering their time. Committee discussed the added expense of implementing and sustaining this requirement each year. Suggestions were made to add a couple sentences providing examples of the volunteer service as well as the website address for students to look up guidance and resources to fulfill the requirements. Carey will update the policy based on the suggestions and send out an updated copy for all to review before publishing in the catalog. Motion was made, seconded, and approved to approve policy 3110 Service Learning with suggested changes.

Committee Chair

Andy Mueller was elected chair.

2017-18 Meeting Schedule

| Day | Date | Time | Location |
|-----------|--------------|-----------|----------|
| Tuesday | September 12 | 9 – 12 pm | |
| Wednesday | October 11 | 1 - 4 pm | |
| Wednesday | November 8 | 9 - 12 pm | |
| Tuesday | December 12 | 1 - 4 pm | |
| Wednesday | January 10 | 9 - 12 pm | |
| Tuesday | February 13 | 1 – 4 pm | |
| Wednesday | March 14 | 1 - 4 pm | |
| Tuesday | April 10 | 9 - 12 pm | |
| Wednesday | May 9 | 9 – 12 pm | |