

Academic Affairs & Standards Committee

September 11, 2019 9 -- 12 pm

EGF 290, TRF 662, AC 16

Present: Lynette Neppel, Andy Mueller, Mike Curfman, Brian Huschle, Mary Fontes, Don Fischer, Joel Zeigler, ADawn Nelson, Kari Koenig, Jodi Stassen,

Absent: Benjamin Hoffman, Brian Suckow, Tracy Bowman, Curtis Zoller

Approval of Minutes

The May minutes were approved as recorded.

Program Changes

Vote	Program	Discussion
No vote needed	Computer Aided Design 16 cr Certificate EGF, TRF Major ID: E042, T042 MinnState approved on 9-13-2019	Program will remain on NCTC inventory but will not be displayed on the website.
No vote needed	Commercial Vehicle Operator 18 cr Certificate EGF Major ID: E680	Major industry partners have started doing inhouse training. Plan to work with COI to develop a training model that will better meet industry training needs.

Course Changes

Vote	Course	Discussion

Program Specific Requirements (Standing Agenda Item)

Supervisory Leadership – Certificate 18 cr EGF, TRF, Online

Next Generation Accuplacer Assessment – remove Arithmetic: 230

Curriculum Handbook

Brian has received suggestions on modifications. He will be working on those updates in the next month or so.

HLC Update

Brian Huschle sent out an email yesterday to all employees for review. AASC needs to be prepared to attend 2 different meetings. The 1st meeting will be on Monday regarding Criteria Areas 3 and 4 with APR committee. The 2nd meeting will be on Tuesday morning on Criteria 3 only. Faculty can plan to be on their home campus and meet via video conference. The email highlighted some specific areas to pay attention to, particularly, Areas 3 and 4. The committee discussed the fact LO's are at the course level as well as ILO's at the program level. And when a new program is created it is reviewed to make certain that all 5 ILO are covered in the process. All programs which have differentiating degree levels also have differentiating program learner outcomes. The MSCF contract and this committee, guide the development and approval of curriculum, however the faculty own the course syllabus creation. A final agenda with dates and time for committees to meet will be sent out closer to the Sept 30 - Oct 1.

2019-20 Meeting Schedule

Day	Date	Time	Location
Tuesday	October 8	9 am – 12 pm	290, 662, AC16
Tuesday	November 12	1 – 4 pm	290, 662, AC16
Wednesday	December 11	1 – 4 pm	290, 662, AC16
Tuesday	January 21	1 – 4 pm	290, 662, AC16
Wednesday	February 19	9 am – 12 pm	290, 662, AC16
Tuesday	March 31	9 am – 12 pm	290, 662, AC16
Wednesday	April 22	1 – 4 pm	290, 662, AC16
Tuesday	May 5	1 – 4 pm	290, 662, AC16