

## Academic Affairs & Standards Committee

April 18, 2023 1 –4 pm ZOOM

**Present:** Sheri Hutchinson, Stephanie LeDuc, Jeff Pool, Curtis Zoller, ADawn Nelson, Stephen Nelson, Andy Mueller, Joel Ziegler, Lynette Neppel, Kari Koenig, Brian Suckow (Bobbie Taylor), Justin Berry, Jeffery Krein, Angie Brekken, Danika Johnson, Zack Nicklin, Brent Braga, Dorinda Sorvig, Andrew Dahlen, Aaron Dahlen, Kirsten Michalke

**Absent:** Don Campbell, Lisa Bottem

### Approval of Minutes

The March minutes were approved as recorded.

### CBE Discussion

Sheri Hutchinson indicated a pause be implemented immediately on approving program changes for programs who are requesting to add CBE like courses into semester-based programs. Those changes previously approved back in the February and March 2023 meetings will also be put on hold.

A meeting with the Higher Learning Commission is scheduled for Friday to figure out specifics regarding accreditation. CBE like programs / courses do require HLC approval. A timeline will be discussed to determine what the next steps will be in moving forward with the feasibility of adding CBE like courses into semester-based programs.

Some items that need to be considered when integrating the two concepts into one program include; student seat time versus no seat time, student success rates, following a traditional calendar, drop / add dates, late course entries, incompletes, MSFCF calendar, trying to work within systems that does not support the concept, VA eligibility, Financial Aid eligibility, etc.

2019 was the last HLC visit. Any faculty wishing to assist in the process of investigating the best practice to move forward should contact Sheri Hutchinson.

### Program Changes

Vote	Program	Discussion
Tabled	Automotive Service Technology -- TRF Diploma 63 cr Major ID: AUM2  Need MinnState approval	Effective Fall 2023 Drop total program credits to 61 cr Drop CRLT 2103 Job Seeking/Keeping 1 cr Drop HPER 1410 First Aid/CPR 1 cr Drop SSCI 1101 Human Relations 3 cr Add WELD 1300 GMAS Fund .25 Add WELD 1301 GMAW Beads .50 Add WELD 1302 GMAW Trblsht .25 Add WELD 1303 GMAW S Fillet Weld .75 Add WELD 1700 Oxy-Fuel Fund .25 Add WELD 1701 OFC Carbon Steel .50 Add WELD 1702 PAC Fund .25 Add WELD 1703 Plasma Arc Cutting .25
Tabled	Small Unmanned Aircraft Systems Field Service Tech Diploma 34 cr TRF Major ID: T730	Change name?? Drop AVIA 1011 Basic Electricity 5 Drop CPTR 1132 Microcmpt Maint 3 Drop ETAS 2220 Microcontrollers 4

	Need MinnState approval	Add AVIA 1031 Basic Electricity 6 Add EETT 1800 PC Hdw Found .5 Add EETT 1805 PC Hdw Storage .5 Add EETT 1810 PC Hdw Peripherals .5 Add EETT 1400 Micro Found .5 Add EETT 1405 Micro Cntrl Struct .5 Add EETT 1410 Micro Functions .5 Add EETT 1415 Micro Peripherals .5 Add EETT 1420 Micro Serial Comms .5 Add EETT 1425 Micro Sensor Interface 1
Tabled	Small Unmanned Aircraft Systems Technician AAS 60 cr TRF Major ID: T725  Need MinnState approval	Change name ?? Drop AVIA 1011 Basic Electricity 5 Drop CPTR 1132 Microcmt Maint 3 Drop ETAS 2220 Microcontrollers 4 Drop CRLT 2103 Job Seeking/Keep 1 Add AVIA 1031 Basic Electricity 6 Add EETT 1800 PC Hdw Found .5 Add EETT 1805 PC Hdw Storage .5 Add EETT 1810 PC Hdw Peripherals .5 Add EETT 1400 Micro Found .5 Add EETT 1405 Micro Cntrl Struct .5 Add EETT 1410 Micro Functions .5 Add EETT 1415 Micro Peripherals .5 Add EETT 1420 Micro Serial Comms .5 Add EETT 1425 Micro Sensor Interface 1 Add EETT 1500 Comms Found .5 Add EETT 1505 Comms Ethernet .5 Add EETT 1510 Comms Radio .5 Add AVIA 1023 AMT Pub Form 3.25 Add AVIA 2025 Non-Metallic Struc 2.75 Add MnTC Elective 3
Not Approved	Dietetic Technician -- Online AAS 67 cr Major ID: O200	Suspend – Effective Fall 2023 Currently enrolled students will be taught out. DACUM process will bring in outside resources to review industry changes and develop the best curriculum path moving forward. Marketing of the program needs to improve drastically. Currently have 28 enrolled students. Online program that offers a career ladder from entry level to DTR credentials. Students needed within region and entire country. Several letters of support submitted.
Not Approved	Paramedic -- EGF AAS 60 cr and Diploma 48 cr Major ID's: E437 and E438	Suspend -- Effective Fall 2023 Currently enrolled students will be taught out. Program director position will be open next year. Low program enrollment. DACUM process will bring in outside resources to review industry changes and develop the best curriculum path moving

		forward. Support from Altru to partner with NCTC on improving this program. There is a need in our region for graduates.
Not Approved	Pharmacy Technology -- EGF AAS 60 cr and Diploma 36 cr Major ID's: E440 and E445	Suspend -- Effective Fall 2023 Currently enrolled students will be taught out. DACUM process will bring in outside resources to review industry changes and develop the best curriculum path moving forward. Support from Altru to partner with NCTC on improving this program. There is a need in our region for graduates.

The President is requested to attend the next AASC meeting to address; rationale for all program suspensions listed above, an improvement / reinstatement plan, how program marketing will be improved, what process will be used in the future to determine if a program is at risk?

### Course Changes

Vote	Course	Discussion
Tabled	MATH 1110 College Algebra 3 cr	Remove the following sentence from Course Description: Students who have taken MATH 1113 will not receive credit for this course. The faculty will meet to determine how to move forward with both courses.
Tabled	MATH 1113 Pre-Calculus 5 cr	Remove the following sentence from Course Description: Students who have taken MATH 1110 will not receive credit for this course. The faculty will meet to determine how to move forward with both courses.
Approved	PTAS 1101 Intro to PTA 3 cr	Update course descript and learner outcomes
Approved	PTAS 1105 Fundamentals of PTA 4 cr	Update course descript and learner outcomes
Approved	PTAS 2101 Orthopedics for PTA 2 cr	Update course descript and learner outcomes
Approved	PTAS 2105 Neurology for PTA 5 cr	Update course descript and learner outcomes
Approved	PTAS 2111 Therapeutic Exercise II 3 cr	Update course descript and learner outcomes
Approved	PTAS 2115 Advanced Techniques 4 cr	Update course descript and learner outcomes
Approved	PTAS 2125 PTA Ethics and Issues 2 cr	Update course descript and learner outcomes

### Program Specific Requirements (Standing Agenda Item)

None

### 2022-23 Meeting Schedule

Day	Date	Time	Location
Tuesday	May 2	10 am – 12 pm	ZOOM