

Academic Affairs & Standards Committee

December 6, 2023 10 –12 pm ZOOM

Present: Sheri Hutchinson, Stephanie LeDuc, Monty Johnson, Jeff Pool, Lynette Neppel, Derek Lewis, Stephen Nelson, ADawn Nelson, Joel Ziegler, Kari Koenig, Justin Berry, Bobbie Taylor, Sarah Dorn, Julie Roisland, Christine Foster

Absent: Marnie Glazier

Approval of Minutes

The November minutes were approved as recorded.

Program Changes

Vote	Program	Discussion
Approved	Early Childhood Educ Transfer Pathway AS 60 cr EGF, Distance Major ID: ETEA, ITEA Need MinnState Approval Need HLC Approval	Move to Closure Not offered. No students in program. Clean up official program inventory.

Course Changes

Vote	Course	Discussion
Tabled	EDUC 2300 Education Technology 3 cr 3/0/0	Effective Fall 2024 New course Missing course description
Tabled	HLTH 1060 Drug Education 3 cr 3/0/0	Effective Fall 2024 New course Missing course description
Approved	ARTS 1101 Art Appreciation 3 cr	Effective Fall 2024 3 cr 3/0/0 MNTC Goal: 6 – Humanities-Fine Arts Add MNTC Goal 2 – Critical Thinking Add MNTC Goal 8 – Global Perspective Update course learner outcomes.
Approved	ARTS 1122 Digital Imaging 3 cr	Effective Fall 2024 New course 3 cr 2/1/0 MNTC Goals: 2 – Critical Thinking and 6 – Humanities/Fine Arts
Approved	ARTS 1130 Intro to Photography 3 cr	Effective Fall 2024 3 cr 2/1/0 MNTC Goal: None Add MNTC Goal: 2 – Critical Thinking Add MNTC Goal: 6 – Humanities/Fine Arts Update course learner outcomes.
Approved	ARTS 1157 Intro to Printmaking 3 cr	Effective Fall 2024 3 cr 1/2/0 MNTC Goal: 6 – Humanities-Fine Arts Add MNTC Goal: 2 – Critical Thinking Update course learner outcomes.
Approved	ARTS 1233 Foundation Art History I 3 cr	Effective Fall 2024 3 cr 3/0/0 MNTC Goals: 6, 7 Drop MNTC Goal: 7 – Human Diversity Add MNTC Goal: 8 – Global Perspective Update course learner outcomes.

Approved	ARTS 2210 Intro to Ceramics	3 cr	Effective Fall 2024 New course 3 cr 1/2/0 MNTC Goals: 2 – Critical Thinking and 6 – Humanities/Fine Arts
Approved	ARTS 2233 Art History – Ancient	3 cr	Inactivate – 12-31-2023 replaced by 1233
Approved	PTAS 2160 Professional Integration	3 cr	Update course learner outcomes.

Program Specific Requirements (Standing Agenda Item)

Welding Technology – Diploma 32 cr EGF Major ID: E600

Drop the following:

Students achieving assessment scores below the established minimums must register and successfully complete (with a grade of C or better) the required developmental courses in order to meet graduation requirements.

The program minimum scores for the Next Generation Accuplacer Assessment test are as follows:

Reading: 225

Arithmetic: 240

Curriculum Committee

Sarah Dorn indicated the committee met last week. A tracker has been started to track who is responsible for updates on items tabled by the committee. Stephen Nelson requested when new courses are created, the information submitted needs to identify if the course will affect another program. Lynette Neppel will let faculty know that suggested curriculum committee changes need to be made and resubmitted before the next AASC meeting otherwise those items will be tabled at AASC.

AASC Forms and D2L course

Lynette Neppel questioned where supporting documentation should be submitted? A'Dawn Nelson indicated program advisory committee minutes are required as supporting documentation to program changes and needs to continue. Stephen Nelson suggested documentation from other institutions regarding the same course should be considered as a requirement. A D2L content module for each type of change will be created, along with supporting directions and any forms required. The website link for AASC will be updated directing everyone to D2L instead of dynamic forms.

Meeting Day

The committee discussed setting a specific day and time of the month, each month to meet instead of switching back and forth between Tuesday – Wednesday / morning -- afternoon. The idea will also be discussed with Shared Governance.

2023-24 Meeting Schedule

Day	Date	Time	Location
Wednesday	January 17	1 – 3 pm	ZOOM
Tuesday	February 13	10 am – 12 pm	ZOOM
Wednesday	March 27	1 – 3 pm	ZOOM
Tuesday	April 17	10 am – 12 pm	ZOOM
Tuesday	May 7	10 am – 12 pm	ZOOM