

**AASC Minutes
November 8, 2005
EGF #106 1-4 pm**

Present: Kent Hanson, Mike Normandin, Jeff Thomas, Dennis Bendickson, Rocky Ammerman, Kathy Huschle, Jack Haymond, Mary Belanus, David Christian, Danie Packard, Susan Olson, Curtis Peters

Absent: Kathy Olson

Review of October Minutes

The October minutes were reviewed and approved as recorded.

Quality Assurance in Online Learning

Tabled until the next meeting.

This summer faculty from the consortium schools (MSCTC, ATC, NTCB, NCTC) developed a "Peer Course Review Rubric - Standards with Point Value and Annotations". The document has been approved by MSCTC, Alexandria TC, and NTCB. NCTC faculty need to review the document and provide feedback to AASC members. Kathy will forward a copy of the document to all faculty.

Policy on Hybrid Courses

Administrators will appoint a committee to develop a rubric which includes such items as number of hours a course must meet face-to-face versus online and what assessment tools will be implemented. The committee will consist of the Academic Deans, a technical faculty member from each campus, and a liberal arts faculty member from each campus.

Technical Cut Score on English

Kathy will ask the English instructors on both campuses to discuss ENGL0093 Occupational Communications content and ENGL0090 Fundamentals of English content specific for technical programs.

AA/AS Degree

Kathy indicated the feed back gathered from faculty was to support the AA/AS degree online.

Scheduling

AASC supports planning schedules to better utilize faculty assignments of those faculty who are teaching on both campuses where drive time is needed.

It was suggested to take the TRF final exam schedule and incorporate that into one for the EGF Liberal Arts courses. If that works well, the Deans and Division Chairs will establish a final exam schedule for the technical courses as well.

Program Changes

A Motion was made, seconded, and approved that in the future any Technical program changes must have advisory committee approval.

Vote	Course	Discussion
Approved	Early Childhood & Paraprofessional AS – replicate to TRF	The cost to deliver the additional courses would be minimal. Some courses will be on site and ITV.
Approved	Health & Fitness Specialist -- AS	Drop Math/Logical Reasoning 4 cr to 3 cr and add HPER1120 1 cr
Approved	Pharmacology – AAS & Diploma replicate to TRF	The cost to deliver the additional courses would be minimal. Around 18 students. PHRM courses ITV to TRF and Wdn. Need to work out lab components.
Approved	Pharmacy Technology – AAS & Diploma	Drop the Technical Electives 3 cr Add MN Transfer Elective 3 cr

Course Changes

Vote	Course	Discussion
Tabled	ARTS 1101, 1111, 1112, 1125, 1126, 1130, 1156, 1157, 1160, 2000, 2233, 2234	Kathy & Jeff will work with John to improve learner outcomes.
Tabled	HUMN1101	Needs another learner outcome.
Tabled	PNSG 1214 Nursing Pharmacology	Add MEDA 1200 as prerequisite Need support from TRF
Approved	ACCT 2203 VITA Service 1 cr	New course
Approved	All COSM courses	Lecture/Lab breakout will be fixed and add varying lab hours statement to the course description. Name change on the two refresher courses. Remove transfer curriculum. Program review will occur next year.
Approved	GTEC1108 Info Retrieval for 21 st Century	Change prerequisite to CPTR1100
Approved	HIST2299 Travel/Field Experience	increase from 1-2 to 1-3 cr
Approved	HLTH2002 Pharmacology	Suggested prerequisites: BIOL2252 and 2254 or BIOL1004 Corequisite: HLTH1106
Approved	REFR 1110 & 2220	Learner outcomes reviewed.
Approved	SPAN2222 Spanish for Professions	Remove MN Transfer curriculum piece.
Approved	SPCH1103 Interpersonal Communication	Learner outcomes reviewed.

IRB

Tabled until the December meeting.

Next Meeting

The next meeting is scheduled for December 14, 2005, from 9-12 pm, ITV EGF-306B, TRF-453.

Tues	Jan 17	9-12 noon	ITV EGF-306B, TRF-453
Wed	Feb 8	1-4 pm	ITV EGF-306B, TRF-453
Tues	March 7	1-4 pm	EGF
Wed	April 12	9-12 noon	TRF
Tues	May 9	1-4 pm	EGF