

Academic Affairs & Standards Committee
September 15, 2010 9-12 pm
TRF # 735

Present : Norma Kenschak, Kent Hanson, Mary Fontes, Rocky Ammerman, Jack Haymond, Andy Mueller, Kathy Huschle, Don Fischer, Curtis Peters, Donna Craigmile, Shannon Nelson, Sue Field, Erin Almlie, Jim Retka-Guest
Absent: Kate Schmalenberg

Approval of Minutes

The May minutes were approved as recorded.

Program Changes

Vote	Program	Discussion
Approved	Business – AS 64 cr TRF BUS1	Program Learner Outcomes: #2 change develop to demonstrate #3 – Evaluate and recommend alternative solutions to practical business problems using research and critical thinking. #6 – Communicate effectively in writing and verbally in various business settings.
Approved	Surgical Technology – AAS 60 cr EGF E560	Drop program prerequisite: HPER 1410 First Aid/CPR
Approved	Unmanned Aerial System Maintenance Technician – Certificate 29 cr TRF T705 MnSCU approved 12-21-10.	Required Courses: UAST 2110 Intro to UAS 3 cr UAST 2120 Fabrication Integration 5 cr UAST 2130 Avionics UAS 5 cr UAST 2140 Satellite Communications 4 cr CPTR 1104 Intro to Computer Technology 3 cr CPTR 1136 Networking I 3 cr CPTR 1137 Networking II 3 cr CPTR 2231 Unix/Linux 3 cr Committee suggested punctuation changes in the program description. Program Learner Outcomes: #6 -- delete #5 – The student will perform aircraft maintenance and repair using technical information provided by various UAS manufacturers to assure an air worthy condition. #8 – The student will maintain and repair the components of the ground control stations. #9 – switch to maintain and repair.

Course Changes

Vote	Course	Discussion
Approved	PLBG 1128 Heat Sys Design & Install 3 cr 1/2/0	Change prefix to HEAT 1128

Needs Assessment Committee

The committee completed its task of developing a spreadsheet, containing three weighted tiers, to use when analyzing new program data. The Program Development Committee will use the spreadsheet as a foundation in preparing/submitting MnSCU's New Program Application. This committee will be disengaged.

Program Development Committee

Kent will begin the process of creating the Program Development Committee. Membership will be comprised of AASC members as well as seeking membership from the entire college faculty. Once a membership list has been established, the list will be forwarded to the Shared Governance Committee for approval. The committee's main objective consists of investigating new program development.

Institutional Learner Outcomes

AASC will wait for the Assessment Committee to forward the rubric to be used in assessing the Institutional Learner Outcomes. Andy Mueller indicated something would be forwarded in December. The committee will revisit the topic then.

Program Prerequisites – NESS Law

The committee plans to review all programs for compliance with the NESS Law and determine necessity of program prerequisites. For the October meeting, Karleen Delorme will query a list of programs identifying program prerequisites and Shannon Nelson will develop a list of programs not meeting NESS Law requirements. It has not been determined if program emphasis areas are required to meet the NESS Law. Kent and Norma will contact faculty to begin reviewing and working on curricular changes.

Diversity in Curriculum

The college has made a commitment to diversity through its Diversity Statement and Plan. The higher learning commission team commended the college on its comprehensive goals and strategies in regards to students and student activities. The higher learning commission team noted that the college was lacking a comprehensive set of goals and strategies to address how Northland will be enhancing diversity efforts within the curriculum. Last year AASC set aside providing guidance on diversity efforts within the curriculum due to other academic priorities more pressing at the time. Mary Fontes is seeking input on what goals and strategy the college wishes to incorporate into the diversity plan. AASC suggested having a speaker present during the spring in-service to familiarize everyone with the definitions and examples of diversity. It was also suggested that a survey be developed for all faculty to complete identifying each course they believe already incorporates diversity components. Shannon volunteered assistance in developing and sending out the survey. Based on the feedback, an inventory of courses with diversity components would be established. Programs could continue to work on incorporating diversity within other courses.

3340 – Assessment for Course Placement Policy

After lengthy discussion, it is believed the policy is being misapplied. Discussion regarding the policy will continue throughout the year. Research will need to be conducted to determine how other colleges handle developmental courses. Norma will meet with the Developmental Committee and trades faculty to discuss developmental courses, required program courses, program completion rates, and minimum college graduation requirements. The meeting's outcomes will be presented back to AASC. The college may need to consider developing new policies, one for course placement and one for college graduation requirements.

Agenda Items

1. Student services update on academic and student issues.
2. Strategic work plan.

2010-11 Meeting Schedule

Day	Date	Time	Location
Tuesday	October 12	1-4 pm	EGF
Wednesday	November 17	1-4 pm	TRF
Tuesday	December 7	9-12 pm	EGF
Wednesday	January 19, 2011	9-12 pm	TRF
Tuesday	February 8	1-4 pm	EGF
Wednesday	March 2	1-4 pm	TRF
Tuesday	April 5	9-12 pm	EGF
Wednesday	May 4	1-4 pm	TRF