

Academic Affairs & Standards Committee
September 13, 2011
EGF #115

Present: Kent Hanson, Norma Kanschak, Mary Fontes, Brian Huschle, Rocky Ammerman, Jack Haymond, Andy Mueller, Sue Field, Don Fischer, Erin Almlie, Curtis Peters, Rob Jung

Absent: Kate Schmalenberg, Kathy Huschle

Approval of Minutes

The May minutes were approved as recorded.

Program Changes

Vote	Program	Discussion
Dropped	Supervisory Leadership – Certificate 18 cr TRF	Drop Technical Electives 6 cr Add BUSN 2231 Leadership 3 cr Add SSCI 1101 Human Relations 3 cr Drop listed elective courses: BUSN2218, MKTG2220 Institutional learner outcomes needed for BUSN 2231 Need COI support – remove until formally represented.
Denied	Construction Electricity – Diploma 74 cr EGF	Move CONE 2250 from 2 nd spring to 2 nd fall
Approved	Construction Electricity – Diploma 74 cr EGF E175	Move CONE 2202 from 2 nd fall to 2 nd spring Move CONE 2212 from 2 nd spring to 2 nd fall
Approved	Surgical Technology – AAS 60 cr EGF E560	Drop SURT 2224 Clinical III 3 cr Increase SURT 2216 Clinical I 1 cr Increase SURT 2220 Clinical II 2 cr Effective Fall 2011

Course Changes

Vote	Course	Discussion
Tabled	CONE 1100 Construction Safety 1 cr 1/0/0	New course. Need new CCO (BLDG 1102)
Tabled	HEAT 1102 Intro to Elec Circuit Theory 4 cr 2/2/0	New course. Need new CCO (CONE 1102)
Tabled	HEAT 1110 AC/DC Motors/Generators 4 cr 2/2/0	New course. Need new CCO (CONE 1110) Change prerequisite: delete HPER1410
Dropped	BUSN 1115 Personal Finance 3 cr 3/0/0	Change course prefix to ECON—remove until formally represented.
Approved	FIRE 1110 Firefighter Basic	Change prereq to FIRE1100
Approved	FIRE 1112 Fire Apparatus	Change prereq to FIRE1110
Approved	FIRE 1120 Firefighter Practical	Change prereq to FIRE1110, FIRE1150, FIRE1160
Approved	FIRE 1124 Fire Protection System	Change prereq to FIRE1110, FIRE1152
Approved	FIRE 1150 Hazmat Operational	Change prereq to FIRE1100
Approved	FIRE 1152 Building Construction	Change prereq to None
Approved	FIRE 1154 Company Functions	Change prereq to FIRE1110
Approved	FIRE 1160 Technical Rescue I	Change prereq to EMTB1100, FIRE1100, FIRE1130
Approved	FIRE 2206 Inspection & Code Enforce	Change prereq to FIRE1110, FIRE1152
Approved	FIRE 2220 Emergency Management	Change prereq to FIRE1110
Approved	FIRE 2230 Fire Investigation	Change prereq to FIRE1110
Approved	FIRE 2250 Fire Instructor Basic	Change prereq to FIRE1110
Approved	FIRE 2252 Line Officer Basic	Change prereq to FIRE1110
Approved	FIRE 2256 Hazmat Technician	Change prereq to FIRE1110, FIRE1150
Approved	FIRE 2260 Technical Rescue II	Change prereq to EMTB1100, FIRE1100, FIRE1130
Approved	FIRE 2263, 2265, 2267	Change prereq to EMTB1100, FIRE1110, FIRE1130, FIRE1160, FIRE2260,
Approved	RESP 1104 Non Acute Resp Care RESP 1120 Cardio Physiology/Assess	Prereq: Drop MATH 0080 Add MATH 0090
Approved	RESP 1110 Adult Critical Care	Prereq: Drop HPER 1410, MATH 0090 Add MATH 0098
Approved	RESP 1124 Clinical I	Prereq: Drop MATH 0080 Add MATH 0090
Approved	RESP 2206 Clinical II	Prereq: Drop HPER 1410, Math 0090 Add MATH 0098

Approved	RESP 2242 Pediatric Neonatal Care RESP 2252 Advanced Critical Care	Prereq: Drop MATH 0094/0098 Add MATH 1110
Approved	RESP 2248 Clinical III	Prereq: Add MATH 1110
Approved	RESP 2258 Clinical IV	Prereq: Add CHEM 1020
Approved	RESP 2262 Summer Internship	Prereq: Add RESP 2258
Approved	RESP 2212 Diagnostic Procedures RESP 2276 Adv Prac Registry Review	Prereq: Drop RESP 2212, 2258 Add RESP 2242, 2248, 2252, CHEM 1020
Approved	SURT 2216 Clinical I	5 cr 0/0/5 Increase by 1 cr – 6 cr 0/0/6
Approved	SURT 2220 Clinical II	5 cr 0/0/5 Increase by 2 cr -- 7 cr 0/0/7
Approved	SURT 2224 Clinical III	3 cr 0/0/3 Inactivate course

Respiratory Therapist Program Prerequisites

Tony Sorum, Al Gunderson, Mary Fontes, Brian Huschle, Rocky Ammerman, Beth McMahon, and Pam Schorsch will meet to review the Respiratory Therapist program prerequisites to ensure everything posted on the web is accurate for advising when faculty are absent from advising.

Syllabus Suggestion

Student services has been forwarding ideas from our perspective students to help with student success. A suggestion was made to have the course withdrawal date posted on each instructor's syllabus. The committee discussed the implications of this action and decided no formal action would be taken at this time.

Aviation Electronic Technician

The committee reviewed the paragraph proposal presented. After some discussion, they agreed the following information should be submitted for review on new program proposals: program description, curriculum summary (identifying course number, title, credits, lec/lab), job demand, wage outlook, accreditation or licensing information, what partners helped develop program, and industry support.

Common Course Outlines

MnSCU indicated all common course outlines must be input into the ISRS web version. Over the summer, the common course outline information was copied from our current format and pasted into ISRS web version. Faculty will be asked to **review the common course outline for information accuracy in the following three sections:**

D. Learning Outcomes (General)

E. Learning Outcomes (MN Transfer Curriculum)

F. Learner Outcomes Assessment

When reviewing, the Section F. Learner Outcomes Assessment choices are:

01 Exam, objective	09 In class exercises	17 Research papers
02 Exam, short answer	10 Lab assignments	18 Reflective journal entries
03 Exam, essay	11 Class participation	19 Portfolio assessments
04 Exam, practical	12 Field work	20 Written homework
05 Exam, aural	13 Skill performance	21 Individual projects
06 Exam, oral	14 Clinical performance	22 Group projects
07 Quiz, written	15 Oral presentations	23 Capstone projects
08 Quiz, oral	16 Essays	24 Final exam

Faculty will be asked to respond within 3 weeks with any corrections. Please submit to Karleen Delorme, who will then update the web version. The old common course outline format is still available on the web for comparison as well.

2011-12 Meeting Schedule

Day	Date	Time	Location
Wednesday	October 12	1-4 pm	TRF
Tuesday	November 15	9-12 pm	EGF
Wednesday	December 7	9-12 pm	TRF
Tuesday	January 17, 2012	1-4 pm	EGF
Wednesday	February 8	1-4 pm	TRF
Tuesday	March 13	9-12 pm	EGF
Wednesday	April 4	9-12 pm	TRF
Tuesday	May 1	1-4 pm	EGF