

Academic Affairs & Standards Committee
October 12, 2011 1-4 pm
TRF #735

Present: Kent Hanson, Norma Konschak, Brian Huschle, Kathy Huschle, Rocky Ammerman, Jack Haymond, Andy Mueller, Sue Field, Don Fischer, Erin Almie, Rob Jung

Absent: Kate Schmalenberg, Mary Fontes, Curtis Peters

Approval of Minutes

The September minutes were approved as recorded.

Program Changes

Vote	Program	Discussion
Approved	Aviation Maintenance Tech – AAS 103 cr – TRF AVI2	Drop G4: Math/Logical Elec 3 cr Add G4: Math or G3: Natural Sci Elec 3cr AVIA 1105 2 nd fall move to 1 st fall smtr AVIA 1123 2 nd fall move to 1 st spring smtr AVIA 2203 2 nd spring move to 2 nd fall smtr AVIA 2205 2 nd spring move to 2 nd fall smtr AVIA 2223 3 rd fall move to 2 nd spring smtr AVIA 2225 3 rd fall move to 2 nd spring smtr AVIA 2207 3 rd fall move to 2 nd spring smtr MN Transfer Elec 1st spring move to 3 rd fall smtr Effective Fall 2011
Approved	Aviation Maintenance Tech – Diploma 88 cr – TRF AVI1	AVIA 2205 1 st spring move to 2 nd fall smtr AVIA 1123 2 nd fall move to 1 st spring smtr SSCI 1101 2 nd fall move to 1 st spring smtr Effective Fall 2011
Approved	Cardiovascular Tech – AAS 72 cr – EGF E095	Program prerequisites: Drop CPTR 1104 Intro to Computer 3 cr Drop HPER 1410 1 st Aid/CPR 1 cr Effective Fall 2012
Approved	Construction Electricity – Diploma 74 cr – EGF E175	Drop BLDG 1102 Construction Safety 1 cr Add CONE 1100 Construction Safety 1 cr Effective Fall 2012

Course Changes

Vote	Course	Discussion
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
Approved	CONE 1100 Elec Construction Safety 1 cr 1/0/0	New course. Need new CCO (BLDG 1102)
Approved	MSTH 1142 Student Clinic 2 cr 0/2/0	Increase by .5 cr to 2.5 cr Change to variable credit course increase by 1 cr 2-3 cr
Approved	PTAS 1120 Clinical Introduction 1 cr 0/0/1	Change course description and learner outcome
Approved	PTAS 1130 Clinical Education I 4 cr 0/0/4	Change course description
Approved	PTAS 2140 Clinical Education II 5 cr 0/0/5	Change learner outcome
Approved	PTAS 2150 Clinical Education III 5 cr 0/0/5	Change learner outcome

AASC Chair Job Expectations

Kathy distributed 2 copies of the Job Expectations – Academic Affairs & Standards Council Chair. After discussing both, the following was agreed to:

1. One week prior to the agenda setting, the AASC Chair will request agenda items from the faculty.
2. The Chair will set the agenda and forward it with all of its accompanying items to the Academic Affairs and Standards Council (AASC) at least one week prior to scheduled meetings.
3. The agenda will also be forwarded to all faculty.
4. Any items submitted after the agenda has been set must wait for the next meeting.

5. The AASC Chair will be in charge of facilitating the AASC meeting by bringing forward each agenda item, guiding discussion, and tabulating votes.
6. The AASC Chair or designee will contact all people who have submitted agenda items regarding decisions made by AASC.
7. The AASC Chair shall have served a minimum of one year on the AASC and upon being elected will serve a two year term.

AASC Committee Membership

The committee membership will consist of 12 voting members; 4 faculty members from each campus, 2 Academic Deans, 1 Vice President, 1 Dean of Student Services.

Assessment & Program Review Committee

On behalf of the Assessment & Program Review Committee, Kent suggested changing Institutional Learner Outcomes as follows:

Foundation Skills renamed to Communication

Thinking Skills renamed to Critical Thinking

Brian will revise the Critical Thinking description and present the revision to the Assessment & Program Review Committee.

Once approved, the information will be represented to AASC.

Common Course Outlines

Per MnSCU's request, the current CCO information has been copied into the ISRS web version. After reviewing an example, a suggestion was made to move the Institutional Learner Outcomes from section D. Learning Outcomes (General) to section G. Special Information. Rocky will inquire about the moving of information at the Registrar's meeting on Oct 21 and report back to AASC.

Review and Comment – Policy 3.36 Academic Programs

Norma distributed a copy of the policy for the committee to review.

Developmental Education language changing

Brian indicated a new proposal will be presented next month to change the developmental requirements from two courses to three courses in Reading and English.

2011-12 Meeting Schedule

Day	Date	Time	Location
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