

Academic Affairs & Standards Committee
March 13, 2012 9-12pm
EGF #115

Present: Kent Hanson, Norma Konschak, Brian Huschle, Rocky Ammerman, Kathy Huschle, Jack Haymond, Don Fischer, Mary Fontes, Sue Field, Curtis Peters, Rob Jung

Absent: Kate Schmalenberg, Erin Almlie, Andy Mueller

Approval of Minutes

The January and February minutes were approved as recorded.

Program Changes

Vote	Programs	Discussion
Approved	Electronics Technology Marketing – AS 61 cr EACE MnSCU approved on 4-27-2012	Drop to 60 cr
Approved	Farm Business Management -- Diploma 60 cr TRF MnSCU approved on 4-27-2012	Break into two programs: Essentials of FBM – 30 cr Certificate Applications in FBM – 30 cr Certificate
Approved	Imagery Analyst – Certificate 30 cr TRF MnSCU approved on 6-18-2012	Implementation Spring 2013 Brandy will forward program description to Brian for completion of MnSCU's program intent form. Common course outlines will be submitted for review later.

Course Changes

Vote	Course	Discussion
Denied	HLTH 1106 Medical Terminology 2 cr	Add prerequisite: ENGL0095
Denied	HLTH 1108 Cultural Diversity 1 cr	Add prerequisite: ENGL0095
Denied	HLTH 1110 Nursing Assistant 3 cr	Add prerequisite: ENGL0085
Denied	HLTH 2002 Pharmacology 2 cr	Add prerequisite: ENGL0095
Approved	HLTH 2208 Pathophysiology 3 cr	Add prerequisite: ENGL0095 Drop prerequisites: READ0098 & ENGL0090
Approved	CDEV 2250 Sign Language 1 cr	reactivate

Policy 3340 – Assessment for Course Placement

In checking the AAS and AS degree program requirements, it was discovered some programs do not require all the developmental levels of math up to college level math. After lengthy discussion, the committee agreed to rescind the policy changes that had been submitted and reinstate the previous policy for next year. Brian will work with the Certificate and Diploma program faculty to determine the new developmental college reading / writing courses and verify developmental math courses. Those requirements will be forwarded to Rocky for input into ISRS. The committee agreed that ENGL0095 is equivalent to the old READ0098 and ENGL0090. Next year, the committee will review and revise the policy to include the AAS and AS program requirements.

Schedules

The question was raised -- Why can't schedules be posted earlier?? Example, a student in October 2012 could register for courses starting in Fall 2013 (Aug-Dec 2013). The variables are too extensive at the moment to schedule that far in advance. The schedules will be checked on April 2 to determine how many students actually register for courses the day the registration window opens. The topic will be discussed further at the April meeting.

Laptop Required Programs

The question was also raised as to where the laptop requirement is listed on the program pages. The information is the computer icon displayed in the top right corner, as well as it is displayed in the bottom red footer section of the page – More Resources – Degrees & Programs – Laptop Required Programs.

The committee suggested adding the word "Laptop" to the computer icon or adding under the requirements tab.

New Major Code

Mary Fonts requested and the committee agreed a new major code be attached to programs when name changes occur. After speaking with Lisa Bottom, she recommended that a new major code be added when there is a change in degree level, not a name change.

Grades – FN and FW

FN and FW grades will be added to our grading policy 3090. The revised policy will be presented to the committee in April. Policy 2090 Drop/Add will also need to be revised.

FN grade – is a Failure for Nonattendance (No Show), stay on students transcript, student does not get automatically dropped from course, does not get money back

FW grade – is Failure to Continue to Attend, stay on students transcript, a punitive grade – will calculate into GPA, means of differentiating between a F received by someone who completed the course and received an F and an F received by someone who quit attending.

MnSCU is requiring a change to the last date of withdrawal. 80% withdrawal date will start fall semester, Aug 2012. NCTC was previously using the 90% withdrawal date.

New Program Intent

Brian indicated that in April he would be submitting a new program intent and program proposal. It will be a broad filled AS degree within the health area using existing courses, to be offered on both campuses and distance.

2011-12 Meeting Schedule

Day	Date	Time	Location
Wednesday	April 4	9-12 pm	TRF
Tuesday	May 1	1-4 pm	EGF