

**Academic Affairs & Standards Committee**  
**May 1, 2012 1-4pm**  
**EGF #115**

**Present:** Norma Konschak, Rocky Ammerman, Kathy Huschle, Jack Haymond, Don Fischer, Mary Fontes, Sue Field, Curtis Peters, Rob Jung, Erin Almlie, Andy Mueller

**Absent:** Kate Schmalenberg, Kent Hanson, Brian Huschle

**Approval of Minutes**

The April minutes were approved as recorded.

**Program Changes**

Vote	Programs	Discussion
Approved	Aviation Electronics Technician Certificate 16 cr TRF MnSCU approved on _____ Never received approval notification.	New program – January 2013 AVIA 1102 Math & Physics 2 cr AVIA 1105 Basic Electricity 5 cr AVET 2130 Aircraft Electronics Tech 5 cr AVET 2140 Data Link & Communication 5 cr
Approved	Imagery Analyst – Certificate 30 cr TRF T322 MnSCU approved on 6-18-2012	New program – January 2013 UAST 2110 Foundations of UAS 3 cr IMAG 1100 Imagery Intelligence 3 cr IMAG 1101 Remote Sensing 3 cr IMAG 1103 Imagery Software/Mapping 4 cr IMAG 2103 Macro Imagery Analysis 5 cr IMAG 2203 Micro Imagery Analysis 5 cr IMAG 2301 Full Motion Video Analysis 3 cr IMAG 2305 Practical Imagery Applications 4 cr

**Course Changes**

Vote	Course	Discussion
Approved	IMAG 1100 Imagery Intelligence 3 cr 3/0/0	New course
Approved	IMAG 1101 Remote Sensing 3 cr 3/0/0	New course
Approved	IMAG 1103 Imagery Software/Mapping 4 cr 4/0/0	New course
Approved	IMAG 2103 Macro Imagery Analysis 5 cr 5/0/0	New course
Approved	IMAG 2203 Micro Imagery Analysis 5 cr 4/1/0	New course
Approved	IMAG 2301 Full Motion Video Analysis 3 cr 3/0/0	New course
Approved	IMAG 2305 Practical Imagery Applications 4 cr 4/0/0	New course
Approved	NURS 2123 Nursing Interventions I 3 cr 2/1/0	Update learner outcomes
Approved	PHYS 1111 General Physics I 4 cr 3/1/0	Update course description
Approved	PHYS 1112 General Physics II 4 cr 3/1/0	Update course description
Approved	UAST 2130 Aircraft Electronics Tech 5 cr 3/2/0	Change to AVET 2130
Approved	UAST 2140 Data Link & Communication 4 cr 2/2/0	Change to AVET 2140

**AASC Checklist**

Norma will revise the AASC Checklist and present updated version to committee for review.

**Transition Plans**

Lengthy discussion occurred regarding program changes and transition plans. One suggestion made was when programs make substantial changes; students/teacher/advisor should meet as a group to determine which courses to register for, and register the students before they leave on summer break. Students, who are partially through a program when changes occur, need to determine if they are to complete the old program plan or the new plan and then sign off on a document indicating their choice of plan. Kate Schmalenberg will submit a list of specific issues/questions that student services is experiencing when registering students. The committee will then compile answers to the issues/questions.

**Policy**

The committee reviewed submitted changes and approved the following policies:

- 3110 – Graduation
- 3120 – Transfer of Credit
- 3150 – Credit for Prior Learning
- 3150P – Credit for Prior Learning Procedure
- 3280 – Fresh Start
- 3420 – Exposure to Potentially Infectious Materials

**AAS Waiver Update**

Sometime in June or July, a process for filing AAS degree waivers will be available. The waiver will need to be completed for all AAS degree programs that cannot reduce their credits to meet the 60 / 120 standards. MnSCU has decided that like programs across the state will not have to all be the same number of credits. Next fall, the committee will begin reviewing those waiver forms on NCTC programs.

**Common Course Outlines -- Institutional Learner Outcomes**

Rocky distributed copies of the common course outlines being generated from ISRS. Discussion occurred regarding the Institutional Learner Outcomes currently associated with each course. The college has since moved toward assessing ILO's at the program level not the course level. Therefore, the committee believes the ILO's should be removed from the common course outlines and the Assessment Committee should determine where the ILO's will be kept. Norma, who serves on the Assessment Committee, will discuss the ILO's at the Assessment meeting next week and report back on where the ILO's will be kept.

**2012-13 Meeting Schedule**

<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>
Wednesday	August 22	If needed	Faculty In Service
Tuesday	September 11	1-4 pm	EGF
Wednesday	October 10	1-4 pm	TRF
Tuesday	November 13	9-12 am	EGF
Wednesday	December 5	9-12 am	TRF
Tuesday	January 15	1-4 pm	EGF
Wednesday	February 6	1-4 pm	TRF
Tuesday	March 5	9-12 am	EGF
Wednesday	April 3	9-12 am	TRF
Tuesday	May 7	1-4 pm	EGF