

Academic Affairs and Standards Council Minutes

March 4, 2009

PURPOSE: The purpose of the Council is to provide direction for the College president in all matters included in academic affairs, including course outlines, award requirement, academic standards, course and program components, and the inventory of course and program offerings.

PRESENT:

Voting Members:

Betsy Ingram-Diver	Chair and Liberal Arts & Sciences Division Representative
Beth Adams	Vice President of Student Services
Cynthia Annable	Health Division Representative
Jeri Brysch	Business Division Representative
Mike O'Mara	Industrial Division Representative
Tom Tonkin	Dean of Business and Industry

Others:

Wendy Graves	MSCF Member
Tina Johnson	MSCF Member
Damon Kapke	MSCF Member
Jean Pehl	Student Services Representative
Shannan Twaddle	Student Services Representative

MINUTES:

1. Curriculum Proposals

- 168** MATH 0440, Math Refresher. New course proposal. This course replaces MATH 0552, which was lecture based. This new course will engage the student in a flexible lab-oriented, one-on-one instruction to raise their math skill level. Approved.
- 171** Business Administration, A.S. Program Planner. Revised the planner so that requirements will now more closely reflect similar Business Administration programs offered throughout MnSCU. The updated accounting courses will improve complex comprehension and application skills to also mirror several institutions within MnSCU. Approved.
- 172** Paralegal Studies, A.S. Program Planner. Revised planner. Needed to increase the General Education credits required from 28 to 30 to comply with MnSCU policy. Approved.

2. Approval of Minutes – January 14, 2009 & February 4, 2009

On motion of J. Brysch, seconded by M. O'Mara, the minutes of January 14, 2009, and February 4, 2009, were unanimously approved as written.

3. Anticipated Proposals – Dean Update

At this point in time, there are no major changes forthcoming to planners and there are no new programs. The committee discussed various courses that are scheduled to be revisited and subsequently updated. These updates will be next fiscal year's proposals.

4. Designation of Grading Method on Curriculum Forms

The committee discussed if there should be a place on one of the curriculum forms to designate the grading system. After much discussion, the committee felt this might open up to many Pass/No Pass grading choices. A special request for a grading system other than "Normal" grading (A-F) will need to be specified in the "Explanation for this Change" on the "Curriculum Proposal Form." As discussed, the course will need a special exception to grade as a Pass/No Pass (i.e., like CPR – you need to meet all the criteria in which to pass or not.) The down side to Pass/No Pass is that it affects a student's GPA, and some colleges won't accept courses that are Pass/No Pass. The decision was made to keep the forms as is without a grade choice designation.

The next AASC meeting will be held Wednesday, April 1, 2009, at 2:00 p.m. in Room S2920.