

# Academic Affairs and Standards Council Minutes

## March 14, 2006

**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
Mike O'Mara	Industrial Division Representative
Cynthia Annable	Health Division Representative
John Arola	Counseling Representative
Rody Bowers-Hughes	Associate Dean
Candace J. Barnack	Vice President of Academic Affairs

#### **Others:**

Hanna Erpestad	MSCF Member
Melissa Leno	Director of Admissions

### **MINUTES:**

#### **Approval of Minutes**

On motion of J. Arola, seconded by M. O'Mara, the minutes of February 7, 2006 were unanimously approved.

#### **Curriculum Proposals**

149 SOC XXXX, Introduction to Social Research. M. Riffel is withdrawing this proposal.

#### **Process for Establishing Class Size**

A discussion was held regarding the review of class size. C. Barnack indicated that it was important to keep in mind course content, delivery method, safety issues, space needs and how many students in a class would make it a successful learning experience for the student. She suggested that it be brought to the department chairs and division curriculum meetings for review. It was also suggested that it be put on the union agenda. M. O'Mara will bring it forward at the next union meeting. It could then be brought to the April and May AASC meetings for review.

#### **Other**

R. Bowers-Hughes and B. Ingram-Diver will continue work on putting pre-program planners into the approved format.

There are still several versions of the AA Planner on the website. Screen prints of where they are found should be forwarded to R. Bowers-Hughes to bring to the Web Navigation Team. It was suggested that the AA Planner be reviewed in February of each year.