

# **Academic Affairs and Standards Council Minutes**

## **November 8, 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
Cynthia Annable	Health Division Representative
Candace Barnack	Vice President of Academic Affairs
Jeri Brysch	Business Division Representative
Mike O'Mara	Industrial Division Representative
Kent Richards	Technology Division Representative

#### **Others:**

Rody Bowers-Hughes	Associate Dean
Jim Berg	Dean of Liberal Arts & Sciences
Pam Elstad	Dean of Allied Health and Nursing
Nancy Fredrickson	MSCF Member
Melissa Leno	Enrollment Services Representative
Deanne Roquet	MSCF Member

### **MINUTES:**

#### **1. Approval of Minutes – October 11, 2006**

On motion of K. Richards, seconded by C. Annable, the minutes of October 11, 2006, were unanimously approved as written.

#### **2. Curriculum Proposals**

N. Fredrickson and P. Elstad presented the new Diagnostic Medical Sonography A.A.S. Program Planner, proposals 8 through 22. N. Fredrickson handed out a revision of the planner with changes that were suggested by MSCF. Anticipated start date is fall of 2007. Because of the need, hospitals in this area are supportive of this program. Also, there are very few programs of this kind in the state. The program is designed for a fall start and is set up for the student to start right into the core technical courses and end with the last two semesters going out on clinicals.

J. Berg voiced his concerns about submitting this planner for approval to MnSCU before the finalization of the FYE course, which is anticipated in the next few weeks. J. Berg would like to see the application submitted to MnSCU with the approved FYE course. Also, J. Berg voiced his concern over there being no Math requirement. J. Berg discussed the nationwide concern over Math competency.

M. Leno had a concern over the name “Diagnostic Medical Sonography.” M. Leno said students would be looking for “Sonography.” It would simplify it if we just called it “Sonography.”

The planner proposal (#8) is being returned to N. Fredrickson to make the following revisions and resubmit at the December 13th meeting:

- Change planner name from “Diagnostic Medical Sonography” to “Sonography”
- Take out the “Cross-Sectional Anatomy for Medical Imaging” course and incorporate content into some other course
- Add the FYE course
- Increase credits for one course by one credit

Proposals 9 and 11 through 22 were approved with minor revisions identified for correction by N. Fredrickson. Proposal 10 was withdrawn and the content will be incorporated into the new course proposal “Abdominal Ultrasound.”

**The next AASC meeting will be held Wednesday, December 13, 2006, at 1:00 p.m. in Room E2332.**

**MEMORANDUM**

**TO: Academic Affairs and Standards Council**  
**DATE: November 8, 2006**  
**RE: Curriculum Proposals**

The following new proposals are being submitted to Academic Affairs and Standards Council for approval:

- \* = presented to AASC for approval
- > = approved and forwarded to President Nelson
- % = not approved and forwarded to President Nelson
- < = returned to Division
- ^ = proposal withdrawn from process
- # = change in class size
- @ = tabled until next meeting

	<b>COURSE ID/TITLE OR PROPOSAL</b>	<b>CREDITS (LEC/LAB/OJT HRS)</b>	<b>EXPLANATION</b>	<b>CLASS SIZE</b>
1*@	COMM 1125 Small Group Communication	3 (3/0/0)	Re-number to <b>COMM 2200</b> to indicate sophomore level of study.	25
2*@	HLTH 1435 Holistic Stress Management	2 (2/0/0)	New course proposal.	30
3*@	SPAN 2010 Intermediate Spanish I	5 (5/0/0)	Change credits from 3 to 5.	25
4*@	SPAN 2020 Intermediate Spanish II	5 (5/0/0)	Change credits from 3 to 5.	25
5*@	SPAN 2055 Literature and Composition	5 (5/0/0)	Change credits from 3 to 5.	25
6*@	SOC 2101 Introduction to Social Research	3 (3/0/0)	New course proposal.	30
7*@	English Pre-Major Advising Guide/Planner			
8*<	Diagnostic Medical Sonography A.A.S. Program Planner		New program proposal.	
9*>	RADT 1400 Introduction to Radiologic Technology and Patient Care	2 (2/0/0)	Change name to <b>Introduction to Medical Imaging and Patient Care</b> . Revise course description and outcomes.	20
10*<	SONO 1400 Cross-Sectional Anatomy for Medical Imaging	2 (2/0/0)	New course proposal.	35
11*>	SONO 1410 Ultrasound Physics	4 (4/0/0)	New course proposal.	20

	<b>COURSE ID/TITLE OR PROPOSAL</b>	<b>CREDITS (LEC/LAB/OJT HRS)</b>	<b>EXPLANATION</b>	<b>CLASS SIZE</b>
12*>	SONO 1420 Instrumentation & Scanning I	3 (2.5/1/0)	New course proposal.	10
13*>	SONO 1450 Abdominal Ultrasound	3 (2/2/0)	New course proposal.	10
14*>	SONO 1460 Small Parts Ultrasound	3 (2.5/1/0)	New course proposal.	10
15*>	SONO 1470 OB-GYN Ultrasound I	3 (2/2/0)	New course proposal.	10
16*>	SONO 2420 Instrumentation & Scanning II	3 (2.5/1/0)	New course proposal.	10
17*>	SONO 2470 OB-GYN Ultrasound II	3 (2/2/0)	New course proposal.	10
18*>	SONO 2410 Introduction to Vascular Ultrasound	2 (2/0/0)	New course proposal.	20
19*>	SONO 2430 Interventional Ultrasound	3 (3/0/0)	New course proposal.	20
20*>	SONO 2500 Clinical Sonography I	10 (0/0/30)	New course proposal.	10
21*>	SONO 2505 Seminar in Sonography	2 (2/0/0)	New course proposal.	20
22*>	SONO 2510 Clinical Sonography II	3 (0/0/9)	New course proposal.	10