ACADEMIC AFFAIRS AND CURRICULUM COMMITTEE

A2C2 Minutes for November 18, 2009

TLTS Maxwell 158

3:30 p.m.

Attendees: Ann Rethlefsen, Joann Segovia, Don Schmidlapp, Ed Thompson, Pat Paulson, Dana Brigson, Sara Hein, Kelly Herold, Paul Schumacher, Dan Kauffman, Nicholas Wysocki, Maryam Eslamloo-Grami, Myles Weber, Mark Wrolstad, Lilian Ramos, Candace Kairies Beatty, Nancy Jensen, Greg Schmidt, Mark Eriksen, Bob Newberry, Tanya Rolfson, Chris Malone, Eric Brisson, Linda Seppanen, Chad Grabau, Andy Ferstl, Ron Elcombe, Brian Aldrich, Jeanne Danneker, Jim Williams

Guests: Lori Beseler, Glenn Petersen

1. Call to Order-the meeting was called to order at 3:32pm by chair Ann Rethlefsen.
2. Adoption of Agenda-several items added to the agenda, m/s Danneker/Williams to adopt, motion passes unanimously.

 **Notifications**

* 1. ACCT 472: Advanced Auditing: Change in Course description
	2. ACCT 220: Accounting Computer Applications: Change in Course Description
	3. ENGLISH: Change in existing major, minor, option, concentration, etc.
	4. ENG 240: Young Adult Literature: Change in course description
	5. ENG 402: Teaching Middle School and Secondary English: Change in prerequisites; Change in course description
	6. PESS 317: Curriculum and Methods of Physical Education: Change in prerequisites
	7. PESS 402: Organization and Administration of Physical Education and Sport: Change in prerequisites
	8. CMST 366: Organizational Communication: Chan in course description
	9. CMST 371: Discussion and Small Group Dynamics: Change in course description; Change in course title to Small Group Communication
	10. CMST 387: Interpersonal Communication: Change in course description
	11. CMST 389: Persuasive Communication: Change in course description
	12. CMST 380: Communication Research Methods: Change in prerequisites
	13. CMST 282: Introduction to Communication Studies: Change in course title to Introduction to Communication Theory

**Notification: Banked Courses**

* 1. CMST 190: Speech Activities
	2. MIS 200: Independent Studies in MIS

**New business: Request from Global Studies**

1. Approval of Minutes: October 28, 2009-m/s Schumacher/Elcombe to adopt minutes as updated for an attendee name.
2. Chair’s Report-reminder next A2C2 meets will be January, 2010.
3. Course & Program Proposal Subcommittee Report: Ed Thompson—from November 4, 2009. The CPPS recommends approval/disapproval of the following courses and programs.

The Course and Program Proposal Subcommittee met on November 4, 2009 and  recommends approval of the following four proposals. Subcommittee recommendation approved unanimously.

* 1. New Courses:

            a.  EDUC 406: Teaching and Learning in American Culture

b.  PHYS 160:  Science of Music

* 1. Revised Programs

 a.  BT: Social Science/History Teaching

           b.  BT:  Physics Teaching

1. University Studies Subcommittee Report from November 4, 2009. The USS recommends approval/disapproval of the following courses. Subcommittee recommendation approved unanimously.

USP Course Substitution Requests:

The Committee has met and unanimously rejected Scott Menk's request because it did not demonstrate that the course fulfills the critical analysis requirements. To us, the course appeared to be merely a content course that had no explicitly stated critical analysis outcomes, and the narrative provided by the student did not add anything to that sense.

1. Notifications
	1. NURS 360: Pharmacology: Change in course number to: NURS 361
	2. PHYS 320: Computational Physics: Change in Prerequisites: to: PHYS 222 or permission of the instructor
	3. OM 334: changed to MGMT 334
	4. MCOM 399: Change in grading option
	5. CHEM 311: Science Teaching Methods: Change in Prerequisites; Change in Course Description
	6. CHEM 431: Reduction in course number Change in Course Title from Guided Study in Teaching Chemistry to Practical Considerations of Teaching Science; Change in prerequisites; Change in Course Description
	7. ALL 300 AND 400 LEVEL ACCOUTING COURSES: Change in prerequisites
	8. ACCT 472: Advanced Auditing: Change in Course description
	9. ACCT 220: Accounting Computer Applications: Change in Course Description
	10. ENGLISH: Change in existing major, minor, option, concentration, etc.
	11. ENG 240: Young Adult Literature: Change in course description
	12. ENG 402: Teaching Middle School and Secondary English: Change in prerequisites; Change in course description
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	18. CMST 389: Persuasive Communication: Change in course description
	19. CMST 380: Communication Research Methods: Change in prerequisites
	20. CMST 282: Introduction to Communication Studies: Change in course title to Introduction to Communication Theory
2. Notification: Banked Courses
	1. CMST 190: Speech Activities
	2. MIS 200: Independent Studies in MIS
3. Notification of Articulation Agreements through the VPAA/Provost’s Office
	1. Inver Hills Community College and the WSU College of Education:
		1. Elementary Education with Early Childhood
		2. K-6 with Middle Level Mathematics
		3. K-6 with Middle Level Science
		4. K-6 with Middle Level Social Studies
		5. K-6 with Middle Level Communication Arts & Literature
	2. Inver Hills Community College and WSU Art Department Programs
	3. Riverland Community College and Business Education: Business
	4. Riverland Community College and Business Education: Legal Secretary
	5. Riverland Community College and Business Education: Business Emphasis
	6. Riverland Community College and Business Education: Medical Administrative Assistant
	7. Riverland Community College and Business Education: Medical Secretary
	8. Riverland Community College and Business Education: Administrative Assistant
	9. Riverland Community College and Business Education: Information Process Secretary
	10. Riverland Community College and Business Education: Legal Administrative Assistant
4. Old Business:
	1. Articulation Agreements Ad Hoc Group: Brian Aldrich, Ruth Charles, Kelly Herold-one meeting already held. Still need to elect chair. Brian will not be on committee in spring semester due to class conflict. Approximately 100 articulation agreements in existence. Waiting to see the articulation agreements so that they can be reviewed, and a report formulated.
	2. Waivers: Neither Ron Dreyer nor Manuel Lopez could attend our meeting. However, during a lengthy phone conference they cautioned Chair Ann Rethlefsen to review carefully any Articulation Agreements. They need to be rewritten in light of the 60/120 hour credit reduction. If any of your departments other than MUSIC have met with other institutions re: waivers, please let me know. A2C2 representatives are asked to check whether their departments are involved in any Articulation Agreement. Any Articulation Agreement that is not updated to reflect the 60/120 hour credit hour reduction will cease to be honored.
	December 31, 2011 is the deadline for any waiver.
	Refer to the Quick Steps at:
	<http://www.academicaffairs.mnscu.edu/academicprograms/instructions/instructions-60120quicksteps.pdf>
	Programs in the same CIP or nearly the same CIP codes are required to work together.
	Programs sorted by CIP code can be found at:
	<http://www.programreview.project.mnscu.edu/vertical/Sites/%7B4744D4A7-5367-4707-B22E-6F4EDB73FFFF%7D/uploads/%7BD9CC8104-18B7-47B0-A8C3-D48DF1C02CBD%7D.PDF>

	Programs sorted by University can be found at:
	<http://www.programreview.project.mnscu.edu/vertical/Sites/%7B4744D4A7-5367-4707-B22E-6F4EDB73FFFF%7D/uploads/%7BF4CC3552-7DB2-401D-90E9-0E0C76B29B47%7D.PDF>
	3. Assessment Ad Hoc Group: (Andy Ferstl, Sara Hein, Ron Elcombe) The group proposes to have a series (approximately every other A2C2 meeting) of roughly 10 minute presentations that introduce program assessment techniques and methods that help to inform a program about its effectiveness. Another objective is to develop a better understanding of why assessment is useful. HLC has asked for program level assessment. If approved, Andrew Ferstl will coordinate the presentations. A suggestion was made to have one session to cover this material during faculty development days in January, 2010. Motion/second Herold/Aldrich to accept proposal to have a series of 10 minute presentations that introduce program assessment techniques and methods that help to inform a program about its effectiveness.
	Motion passes unanimously.
5. New Business: Request from Global Studies
6. Adjournment-the meeting was adjourned at 4:34pm by Chair Ann Rethlefsen.

\*\*Although CPPS will meet December 2, the next A2C2 meeting is January 13, 2010.\*\*