Congratulations!
RCTC’s Best Bee of the Month was awarded to Mike Mutschelknaus. Mike leads the English Department at RCTC and he always has time to hear the concerns of faculty and students. He is a very dedicated employee who has a tough job of dealing with many colleagues in trying to consider their schedules, etc. Being a department chair is not an easy task since he has to take on the extra work of consulting with administration and being the middleman for faculty and higher up. Often, Mike is seen working diligently in his office longer than he should be there, and has worked many long hours from home calling faculty regarding scheduling, committee work, etc. Mike doesn't let his stress show to others, and he often uses humor to get through rough territory. As for colleagues, he gets to know each one of us personally and really helps with questions, concerns, teaching suggestions, etc. When others are feeling rather down, Mike is quick to pick them up with a visit or an e-mail. Mike's nominator's would like to see Mike receive the Bee Award because he is an honorable and considerate colleague who goes above and beyond teaching by being Department Chair!!! Thank you, Mike and congratulations on being named the "Best Bee of the Month"! Mike received an "up front" parking space for the month of February at the UCR campus.

"Triple Play" Dedication Friday
On Friday, February 27 a "Triple Play" Dedication will be held at the University Center Rochester Regional Sports Center starting at 5:15 pm. The event will feature three celebrations. See page 6 for all the details!

PTK Spring Induction Ceremony
Please join us for the Spring 2004 induction ceremony on Tuesday, February 24, 2004 from 7-8:30pm in the South Room (Cafeteria) on the 3rd Floor College Center.

Lost and Found
Lost and Found is overflowing again! If you've checked before, please stop before March 5 at the Atrium Information Desk and check it out. Coats, gloves, mittens, scarves, clothing, keys, textbooks, eyeglasses, jewelry, cell phones, calculators, backpacks, notebooks, and miscellaneous. Items not claimed will be donated to charity.
Weekly Stakeholder and Market Fact

The 2003 Student Satisfaction Inventory (SSI) groups items into twelve categories. The category of Instructional Effectiveness includes fourteen survey items.

The college's overall satisfaction rating last year for the Instructional Effectiveness category was 5.07 on a seven point scale, with seven being very satisfied. RCTC's overall satisfaction rating in 2002 was also 5.07. This compares to the 2003 national norm of 5.27.

"Informal" Student Complaint Process

If an RCTC student has a complaint regarding a class or a faculty member, please ask the following:

1) Have they talked to the instructor? (sometimes a student has not thought to do so. Other times, a student may not wish to do so.)

2) If the student is not willing or has tried taking to the instructor without satisfaction, the next question is to ask if the student has seen the Division Coordinator or Program Leader.

3) Should the student wish to see an administrator, refer the student to the Dean.

If a student wishes to file a formal grievance, the Dean will provide a Grievance Form. The formal grievance procedure is described in the Student Handbook and can be downloaded from our website at: http://www.rctc.edu/publications/html/student_handbook.html

A half-sheet, yellow card with the process information, as well as, a listing of Deans/Division Coordinators/Program Leaders will be distributed to internal mailboxes on Friday, February 20, 2004. Questions can be directed to the Office of the Vice President of Academic Affairs.

CROSSINGS CLASSIFIEDS

For Sale: Solid oak council with cup holders and trash bin to fit AC/DC television. Works great in vans to keep kids occupied. $35.00. Roxy Roadway, SS212, 282-7536.

Weekly Funny

"There was a guy on the street with a sign that said the end was near. So fire the staff and pack everything up. What a shame, we were just starting to make money, too."
Supalla’s Scribblings

What a pleasure it was to attend the exit interview conducted by the National League of Nursing on-site accreditation team. The team spoke very highly of both the Associate Degree and Practical Nursing Programs. Thanks to the leadership of Diane Nicholls, hard work of faculty and staff, and positive feedback from students, the team will be recommending that the Review Committee consider an eight-year reaccreditation extension (the maximum allowed). This recommendation is a wonderful first step in the reaccreditation process…CONGRATULATIONS!

On January 28, Laura King, MnSCU’s Vice Chancellor – Chief Financial Officer, presented the 2003 finance and facilities excellence awards. The awards program recognized leadership and team effort for excellence in financial and facilities management. It also recognized the significant contributions and outstanding efforts of employees at MnSCU colleges and universities. RCTC was recognized with an Excellence in Financial Management award in recognition of the college’s leadership and team efforts in overall financial management including internal controls, financial reporting, operating budget planning and administration, provisions of student services and commitment to accountability. In addition, Marilyn Hansmann and Erv Berg received Outstanding Service Awards for their efforts in coordinating the successful presidential campus visit.

The RCTC Summer Youth Programs, coordinated by Colleen Landherr, received a $1,000 check from the Rochester Kiwanis Clubs Hockey Festival. This funding will be designated for the “Get Up, Get Moving, Get Healthy, GET THERE” summer youth camp scheduled for June 21-26. This camp, promoting healthy lifestyles, is being offered to low-income middle school youth in the Rochester School District.

Marilyn Hansmann and I attended the February 18 City Council meeting to participate in the public hearing regarding the City of Rochester’s Storm Water Pollution Prevention Program (the new storm water assessment fee…estimated at $43,000 annually for UCR). While at the meeting, we watched as the Council approved a $40 million extension of the local city sales tax ($32 million earmarked for the city/county share of the Highway 52 reconstruction project and $8 million for co-developed UCR projects).

The Health Sciences project will get a separate hearing in the House Higher Education Finance Committee on Wednesday. Community and GRAUC reps will be testifying; Marilyn and I will be available to answer questions. Later that day, we’ll join a contingent of UCR reps that’ll be sharing the “Spectrum of Learning” story during “Rochester Day at the Capitol” events. Several legislative initiatives that have been introduced will have an impact on UCR operations…Health Science bonding, design money to construct a Workforce Center adjacent to Heintz Center, sales tax language change that will allow expenditure of funds for projects other than just athletic/recreational, and extension of the local sales tax. I urge you to check out MnSCU’s legislative web site -

http://www.mnscu.edu/Legislative/index.html - that is updated weekly.

Senator Geoff Michel has proposed establishing a state commission charged with reviewing our state college systems. His comments appeared in the January 27, 2004 edition of MINNESOTA JOURNAL…In the 1950’s, Minnesota began a college campus building boom based on a guideline that every Minnesotan should have a college located within 35 miles of their community. Over time we built a system that is the envy of other states. With 60 public college campuses, we currently rank near the top in campuses per capita compared with other states. Three-fourths of these campuses are located outside the metro area, while more than half of our students live in the Twin Cities. Is this really an accessible system? Some of these campuses are literally bursting at the seams with record enrollments.
Others, located in less populated areas, are underserved. In order to keep all of these public campuses afloat, have we compromised the quality and affordability? Are we starving our best institutions because it’s politically difficult to consider a new higher education arrangement? As a percentage of overall state spending, higher education funding has shrunk from 11.8 percent in 1988 to 8.9 percent projected for 2005. Students and families are struggling with higher tuition costs. Tuition at public schools continues to rise faster than inflation. Does it make sense to maintain 60 campuses if they are not affordable? We need to start spending smarter. By streamlining our public college system we could focus state resources more efficiently on a smaller pool of schools, and use some of the savings for financial aid.

Reminder…no college-related activities, including classes, can be held on Precinct Caucus night, Tuesday, March 2.

Thought for the week…
No matter what other nations may say about the United States, immigration is still the sincerest form of flattery.

Don

Health Careers Symposium
The RCTC Counselors are collaborating with Mayo Human Resources on a Health Careers Symposium that is scheduled for Feb. 24, 11-1:30. There will be two 75-minute sessions featuring professionals in nursing, radiography, respiratory therapy, surgical technology, and cardiovascular invasive technology. A short question/answer session will follow each session. Room is ST 109-110 and the presentation will be simulcast to the atrium monitors to try to generate student interest. Please encourage students who are interested in health care careers to attend for all or a part of a session.

RCTC Wellness Committee Activities
RCTC Employee Wellness announces two - yes, two - activities for UCR staff and faculty! March Madness Nutrition Challenge and 10K-a-Day Activity Challenge both begin March 15th and you can choose to participate in one or both activities at the same time.

March Madness uses a basketball theme to motivate you to learn and practice nutrition skills that will become permanent, healthy eating patterns. You and 4 co-workers form a team to compete against other teams. When you make food choices you'll score 1, 2, or 3 points based on the nutrition value they offer. Watch out for fouls - you'll have to deduct points for those!

10K-a-Day is an individual event - you compete only with yourself to increase your daily activity. Using a step counter, you track your daily steps and log your results. Keeping an activity log is often beneficial when trying to increase your activity.

So get your March Madness team together and dust off those walking shoes! Sign-up for both of these events will begin soon - stay tuned for e-mail and Crossings announcements. You will receive two separate invitations to participate in these activities.

Proposals Due for College For Kids
If you are interested in teaching College For Kids this summer - course proposals are due in my office on Monday, Feb 23. If you have questions, wonder what this is all about or would just like to explore possibilities - please give me a call at 280-3113 or e-mail. I would be happy to discuss issues with you.

Colleen Landherr
News from the Wellness Committee

The National Wellness Association describes the concept of wellness as a balancing act of our emotional, physical, spiritual, social, intellectual and occupational health. Wellness does not simply refer to diet and exercise. It is an active process through which people become aware of and make choices toward a more successful existence. (National Wellness Association)

All of us practice healthy thoughts and actions on a regular basis. The wellness committee would like to post ongoing "healthy tips" and healthy recipes on a regular basis in the college crossings. We welcome your suggestions and ideas for "healthy tips" and recipes. Please submit any "healthy tips" or recipes to the wellness email at: Katie.Swegarden@roch.edu.

The Wellness Team

Tip #2 from Wellness Made Easy: 365 Tips for Better Health, from The University of California at Berkley Wellness Letter: Odd as it sounds, wearing a hat will keep your feet warm in winter. Hatless, you’ll lose a lot of your total body heat through your head.

This Week’s Recipe

Sunday Morning Scones from The Secrets of Fat Free Baking

Makes 12 scones
1 cup whole wheat pastry flour
1 cup unbleached flour
½ teaspoon baking soda
2 teaspoons baking powder
¼ cup reduced-fat margarine or light butter
2/3 cup unsweetened applesauce
1/3 cup nonfat buttermilk
1/3 cup dark raisins (optional)
Skim milk

1. Combine flours, baking soda and baking powder and stir to mix well. Use a pastry cutter to cut in the margarine or butter until the mixture resembles coarse meal. Stir in the applesauce and just enough of the buttermilk to form a stiff dough. Fold in the raisins if desired.
2. Form the dough into a ball, and turn onto a lightly floured surface. With floured hands, shape the dough into a 7 inch circle.
3. Coat a baking sheet with nonstick cooking spray. Place the dough on the sheet, and use a sharp floured knife to cut it into 12 wedges. Pull the wedges out slightly to leave a ½ inch space between them. Brush the tops lightly with skim milk.
4. Bake at 400 degrees for 16 to 18 minutes, or until lightly browned. Transfer to a serving plate, and serve hot.

Nutritional Facts: (per scone)
Calories 97
Fat 2 G
Protein 2.7 G
Cholesterol 0 MG
Sodium 142 MG
Fiber 1.7 G
Calcium 24 MG
Potassium 74 MG
Iron 0.9 MG

College Rep on Campus

Wednesday, February 25th, 9:30-11:00 the college rep. Carlton Lance, from Southwest State will be in the Atrium to visit with students.
"Triple Play" Dedication Friday
On Friday, February 27 a "Triple Play" Dedication will be held at the University Center Rochester Regional Sports Center starting at 5:15 pm. The event will feature three celebrations:

Dedication of "Net/Shoe/Glove/Ball/Ball/Ball"
The "Net/Shoe/Glove/Ball/Ball/Ball" sculptures were created by sculptors Stanton Gray Sears and Andrea Myklebust. The three sculptures placed outside of the UCR Regional Sports Center make abstract reference to a variety of tools and equipment used in athletic activities. The three elliptical Indiana limestone columns are each hand-carved with different textures drawn from the "skins" of a shoe, net, baseball glove, soccer ball, football, and basketball. The sculptures were funded as part of the Percent for the Arts program.

Opening of the RCTC All-American Room
The All-American Room celebrates nearly ninety years of athletic excellence at RCTC. Since 1915 the college has produced nearly 140 All-American student athletes. The All-American room will celebrate All-American and team and individual championship achievements and pay homage to the college's history of athletic excellence.

Renaming of the UCR Regional Sports Center Performance Court to the Rockenbach Performance Court
This tribute recognizes the contributions and legacy of longtime coach, athletic director and faculty member Joe Rockenbach. At one time, Rockenbach coached every men's intercollegiate sport at the college. He was known for his community involvement, national leadership and dedication to young people.

The events are open to the public and coincide with the NJCAA National Wrestling Championships in the UCR Sports Center Fieldhouse and sub-sectional basketball playoffs in the performance court. The event schedule is as follows:

- 5:15 pm Unveiling of "Net/Shoe/Glove/Ball/Ball/Ball" Art (outside of Sports Center)
- 5:45 to 6:30 pm All-American Room Opens (second floor of the UCR Sports Center)
- 6:20 pm Renaming Celebration of UCR Performance Court to Rockenbach Performance Court (main floor Performance court)
- 6:30 to 8:30 pm All-American Room Open to the General Public (second floor of the UCR Sports Center)

Join us if your schedule permits.

News from Goddard Library
Trials to Proposed Statewide E-Resources until April 2, 2004.

- Minnesota, North Dakota, and South Dakota have teamed together to provide their citizens with access to electronic information resources.
- This collection of online resources contains magazine and journal articles and information from encyclopedias, almanacs, directories and other resources.
- The contract for these resources is now up for renewal.
- The following website lists the 7 vendors (companies) that are competing for the contract, trial access instructions to their products, and links to vendor/product information.
- Your feedback on these products is important and will help the multi-statewide Task Force determine the products that are selected. Please complete the online evaluation forms when they become available.

To Access from Goddard Library's web site
1) Go to Goddard Library’s main web site (http://www.roch.edu/library).
2) Click on the blue “Minitex” icon located in the bottom part of the screen.
3) Under “Choose the Following Vendors”, click on a vendor of your choice.
4) Note the User ID and Password, if it is given.
5) Click on “Trial URL” to enter that vendor’s resources.
Chair, J Kehoe, called the meeting to order at 2:06p.m.

1. **Other**
   - Computer Aided Drafting (CAD) Curricular Review report – P Benson and G Laughlin were in attendance to give a PowerPoint presentation for the CAD program. CAD Technicians create drawings for most all fabricated products that are designed. Information pertaining to median incomes and job opportunities indicate growth in this field. Students in the program are currently using SolidWorks and AutoCAD software. Certificates allow students to complete awards quickly and enter the job market. A tuition differential of $10 per credit off sets costs for software needed for the program and is not reflected in program review numbers. Enrollment in first year classes is strong. Certification of labs and instructors would be a benefit to the program. **Action:** For information only.
   - Chemistry (CHEM) Curricular Review – As the Chemistry representative, T Brown noted that the largest numbers of students taking chemistry classes are from allied health programs, as well as those who plan to continue in science fields, pharmacy, medical and veterinary areas. Efficiency and student preparedness rates were noted. Steady increases in chemistry enrollments are expected to continue as new needs in areas of biomedicine and biotechnology emerge. Large class sizes do not allow faculty members the desired student contact or the ability to teach all of their own labs, and different teaching philosophies between lectures and labs can require additional work for faculty. B Watters suggested dropping the lecture class size to 48 to allow faculty to teach their own labs. Although a new faculty member will be hired for fall, additional lab assistant support is needed. B Mollberg asked if budget requests for equipment have been submitted and suggested the department submit a written request. J Kehoe suggested that tuition differential or fees be considered. **Action:** For information only. The department requested tuition differential information and fees from Administration.
   - Career Exploration (CAOR) Curricular Review report carried over from January meeting – G Wright was present to give an overview of the CAOR course and distributed a course outline noting that it does satisfy high school requirements. The course is taught by counselors and defrays costs of the department. Computer technology is used. B Mollberg asked if the Personal Life (PL) courses would be reviewed separately. They will be reviewed in the future. **Action:** For information only.
   - Course Repetition Policy – J Kehoe noted that this pertains to Proposal 36A. B Ekstam is making clarifications and the revised copy will be shared with faculty and discussed at the March meeting. **Action:** For information only.
   - Policy—Athletic Team Credit within AA etc requirements (Activity credits 1100-1199) – J Kehoe stated that allowing one credit for team participation is not within the existing policy, which states that activity courses (1100-1199) are the only credits that may be given and is how all programs have been approved. Faculty expects that the current guidelines will be enforced by Admissions staff and noted that faculty will need to submit a proposal if this is to be changed. The petition process can be used, but is not a solution. J Lee noted that this maybe resolved by the course repetition policy proposal. **Action:** For information only.
   - General Education—Feb. 11 staff development/breadth – J Kehoe reminded all of the 1p.m. session with MnSCU and MSCF representatives regarding general education/MnTC and noted the relevance to Proposal 19. **Action:** For information only.
   - Progress from administration on loading prerequisites into registration computer system – J Kehoe asked for an update of the status of implementing registration prerequisites. J Lee indicated that R Splittstoesser had loaded all course prerequisites and that Admissions staff has been working on ASAP scores. J Kehoe noted that there are two parts and asked if there are then two implementation dates. J Lee will discuss this with Admissions and the possibility of piloting the edits for summer. J Kehoe asked that the minutes reflect the faculty’s satisfaction with this progress. T Brown asked if high school prerequisites would be implemented. It was not believed that the system has the capability to do this. B Mollberg asked if a member of the Admissions office could report at the next meeting. J Kehoe agreed. **Action:** For information only.
   - Committee formation to deal with MnSCU (Linda Baer) and MSCF concerns that part time faculty meet minimum qualifications J Kehoe indicated that MnSCU and MSCF are both calling for action for a committee to write policy on this and that the committee should be formed through AASC. He stated that faculty would like to move forward with the drafting of policies and that they have been waiting since November. J Lee indicated that administration has had no directive from MnSCU on this since the November 4th letter from L Baer; and that he believed this would be discussed at a meeting to be held on Feb 24th. J Kehoe requested J Lee to contact individuals now to ask for preliminary input. **Action:** For information only.
i. March meeting date – J Lee noted that the meeting date for March would fall during spring break and asked the committee to consider meeting on Thursday, March 18th. **Action:** Agreement was reached to change the March meeting date to the 18th.

j. AASC Procedures – J Kehoe indicated that faculty agreed to the document and noted that its date should be December 2003. It was agreed to change the Membership statement to four administrators or their representatives. Administration noted objections to items 6, 8 and 10. Faculty were unwilling to change their position regarding item 6 and B Watters noted that faculty should be utilizing the expertise of program leaders and division coordinators in curriculum development and proposal submission. B Mollberg asked if a compromise could be considered. J Kehoe gave rational for no compromise and agreement was not reached. B Mollberg noted that language for item 8 was inaccurate as Administration does not vote. She noted that previously item 10 indicated that articulation agreements were for information only. J Kehoe disagreed and stated that President Supalla promised no articulation would be signed until passed by this committee. B Mollberg asked for these operational procedures to be posted on the college website. J Kehoe noted that per the contract, administration objections/possible overrides would be heard in March, followed by contractual appeal to President Supalla. J Kehoe called for the vote on approval of the procedure document (with changes to the membership language). The result of the vote was eight in favor of approving, zero votes against, and three abstentions (the Administrators abstained). **Action:** Approved with change to membership.

k. Proposal 19 from December meeting – J Kehoe stated that a compromise was reached with the program leader to approve language in Goal 6 that **those students wishing to transfer should take courses from two different areas**. J Lee explained that although the program leader was willing to compromise on this, it was not what was desired and unless a policy stating otherwise is in existence, then faculty should have the flexibility to structure their programs as best suited for their students. J Kehoe noted that there was verbal agreement during semester conversion to include courses from two areas. J Kehoe noted that general education transfer is to benefit students and four-year schools require different areas within categories. **Action:** Approved with language stated.

2. **Carry over 2002-2003 Proposals**
   - Proposal 181, Equine Science – Equine Business Management, AS degree, new program
   - Proposal 182, Equine Science – Horse Husbandry, AS degree, new program
   - Proposal 183, Equine Science – Horse Husbandry, AAS degree, new program
   - Proposal 184, Equine Science – Horse Husbandry, Diploma, new program
   - Proposal 185, Equine Science – Horse Husbandry, Certificate, new program
   - Proposal 186, Equine Science – Riding/Training, AS degree, new program
   - Proposal 187, Equine Science – Riding/Training, AAS degree, new program
   - Proposal 188, Equine Science – Riding/Training, Diploma, new program
   - Proposal 189, Equine Science – Riding/Training, Certificate, new program
   - Proposal 191, EQ 1102, Fundamentals of Horse Handling and Training, new course
   - Proposal 192, EQ 1103, Equine Anatomy, Physiology, and Disease Management, new course
   - Proposal 193, EQ 1104, Basic Horsemanship, new course
   - Proposal 194, EQ 1105, Colt Starting, new course
   - Proposal 195, EQ 1106, Equine Reproduction, new course
   - Proposal 196, EQSC 1107, Farrier Science, new course
   - Proposal 197, EQSC 1108, Stable Management, new course
   - Proposal 198, EQSC 1109, Principles of Horse Selection and Judging, new course
   - Proposal 199, EQSC 1110, Western Horsemanship I, new course
   - Proposal 200, EQSC 1111, Western Horsemanship II, new course
   - Proposal 201, EQSC 1115, Hunt Seat Equitation I, new course
   - Proposal 202, EQSC 1116, Hunt Seat Equitation II, new course
   - Proposal 203, EQSC 1120, Equine Business Practices, new course
   - Proposal 204, EQSC 2110, Western Horsemanship III, new course
   - Proposal 205, EQSC 2111, Hunt Seat Equitation III, new course
   - Proposal 206, EQSC 2200, Teaching Techniques, new course
   - Proposal 207, EQSC 2221, Schooling/Re-Schooling Horses, new course

   Faculty approved. J Lee asked if they had any questions or concerns and indicated that Administration was willing to approve but had several points they wanted to note and distributed a document stating their concerns, which were mostly financial in nature. Clarification of course prefixes was stated as EQSC for all Equine Science offerings and modifications to class size were noted. Administration will plan to offer courses in a progressive fashion and not all at once. **Action:** Approved locally and will be submitted to MnSCU for approval.

3. **2003-2004 Proposals**
   - Proposal 19, Computer Aided Drafting Technology, AAS degree, program revision
     **Action:** See Other item 11. Approved.
   - Proposal 36A, Class Repetition, new curriculum policy
Proposal 37, Customer Service Office Assistant, new diploma program  
Proposal 38, Customer Service Office Assistant, new certificate option  
**Action:** Tabled.

Proposal 39, BTEC 2614, Customer Service Skills and Concepts, new course  
**Action:** Tabled.

Proposal 40, PHED 1210-2236, Team participation, course revisions  
J Kehoe noted that the proposal limits team participation to two seasons (two total credits), freshman and sophomore seasons. Students will no longer be able to double the number of credits available in sports, which span two semesters. J Lee believed this is the department’s desire, but that it doesn’t resolve the issue. D Rogne will discuss this with the department.  
**Action:** Approved.

Proposal 41, PHED/REC 2294, Internships, course revisions  
B Watters noted faculty contractual concerns. J Lee indicated that administration had similar concerns pertaining to faculty assignments. J Kehoe suggested that K Williamson, A Green, and D Rogne review the proposal. It was also noted that under item F, Critical Thinking (CT) should be removed as the course does not meet MnTC guidelines.  
**Action:** Tabled.

Proposal 42, Database Specialist, new certificate option  
**Action:** Approved.

Proposal 43, LAWE 1117, Intermediate Firearms for Law Enforcement, new course  
Proposal 44, LAWE 2135, Minnesota POST Exam Preparation, new course  
J Lee asked if these courses would be scheduled after Skills. B Watters indicated that LAWE 1117 would be offered during summer session, possibly during first summer session and concurrently with Skills. LAWE 2135 would be offered after Skills and likely during second summer session.  
**Action:** Approved.

Proposal 45, PHYS 1127, Classical Physics I (Mechanics, Fluids, and Waves), course revision  
Proposal 46, PHYS 1128, Classical Physics II (Thermodynamics, Electricity, Magnetism and Optics), course revision  
J Kehoe noted that these are modifications to course prerequisites. It was agreed to make the following changes under item C. following the Recommended Entry Skills/Knowledge statements: For Proposal 45, add (MATH 1127 can be taken concurrently). For Proposal 46, add (MATH 1128 can be taken concurrently) and correct the word “an” by replacing it with “a” in the existing statement.  
**Action:** Approved with revisions noted.

Proposal 47, Veterinary Assistant Certificate, program revision  
Proposal 48, Veterinary Technician A.A.S, program revision  
Proposal 49, VA 1110, Introduction to Animal Health Technology, course revision  
Proposal 50, VA 1210, Animal Husbandry and Kennel Management, course deletion  
Proposal 51, VA 1220, Introduction to Animal Nursing Techniques, course revision  
Proposal 52, VA 1310, Principles of Animal Nutrition, course deletion  
Proposal 53, VA 1410, Veterinary Surgical Nursing I, course revision  
Proposal 54, VA 1510, Veterinary Office Procedures I, course revision  
Proposal 55, VA 1520, Veterinary Office Procedures II, course deletion  
Proposal 56, VA 1810, Clinical Laboratory Principles, course revisions  
Proposal 57, VT 2020, Comparative Veterinary Anatomy and Physiology, course revision  
Proposal 58, VT 2120, Animal Behavior, course deletion  
Proposal 59, VT 2230, Animal Nursing Techniques I, course revision  
Proposal 60, VT 2240, Animal Nursing Techniques II, course revision  
Proposal 61, VT 2250, Large Animal Procedures, course revision  
Proposal 62, VT 2270, Laboratory Animal Care and Management, course revision  
Proposal 63, VT 2280, Exotic Animal Care and Management, course deletion  
Proposal 64, VT 2320, Clinical Animal Nutrition, course deletion  
Proposal 65, VT 2720, Veterinary Technician Field Experience, course revision  
Proposal 66, VT 2820, Clinical Laboratory Techniques I, course revision  
Proposal 67, VT 2830, Clinical Laboratory Techniques II, course revision  
Proposal 68, VT 2840, Clinical Laboratory Techniques III, course deletion  
Proposal 69, VT 2850, Clinical Laboratory Techniques IV, course deletion  
Proposal 70, VT 2910, Pharmacology for Veterinary Technicians, course revision
Proposal 71, VT 2920, Veterinary Clinical Pathology, course revision
Proposal 72, VT 2930, Applied Pharmacology and Disease, course revisions
Proposal 73, VT 2320, Clinical Animal Nutrition, course deletion
Administration noted concerns regarding class size. **Action: Approved.**

Proposal 74, AASC Administrative Team Membership, curriculum policy revision
J Kehoe stated that the addition of the DARS Coordinator and voting privileges was acceptable. J Kehoe indicated he is the co-signer for this proposal written and submitted by J Lee. **Action: Approved.**

The meeting adjourned at 3:48 p.m.