

## Human Resource Programs Advisory Committee Meeting

1.31.12

4:00-5:00PM Library Conference Room

### Minutes

**Members in Attendance: Melanie Hanson, Jamie Bakken, Sherry Olson, and Loren Haagenson**

Topic	A/I	Responsible Party	Discussion/Outcome
1. Introductions of Committee Members and Guests	A	Loren Haagenson	Member introductions took place. There were no guests in attendance.
2. MNSCU Strategic Plan Update and Discussion	I	Loren Haagenson	MNSCU's strategic objectives were presented to the group. The three main categories for review included; Ensuring access to extraordinary education for all Minnesotans, be the partner of choice to meet Minnesota's workforce and community needs, and delivery to students, employers, communities and taxpayers the highest value/ and most affordable option. It was discussed how M State is doing related to these goals and how they are guiding the future of higher education in MN. The MNSCU accountability dashboard was also reviewed. You can find the dashboard @ <a href="http://www.mnscu.edu/board/accountability/index.html">http://www.mnscu.edu/board/accountability/index.html</a>
3. CARP and Course Mapping Discussion	I	Loren Haagenson	MState's electronic curriculum review process (CARP) was demonstrated for the group. Course mapping is complete for the AS degree due to the submission of the College Writing II course requirement change. The AAS is in process and will be completed by the end of the Spring Semester.
4. Status of Associate of Science Degree Requirements Change- & Articulation Agreement Status	A	Loren Haagenson	The College Writing II course substitution of Professional and Technical Writing agreed upon this Fall was submitted to the AASC group in January and a decision is pending. Updating the articulation agreement with Valley City State University is also in progress.
5. Spring HRES Course Curriculum Review (Training and Development)	I	Loren Haagenson	HRES 1134 Training and Development was reviewed with the group including the course syllabus and training presentation project was reviewed and discussed. Course outcomes were connected to the program outcome and presentation assignment seemed to be working well.
6. Current Industry Needs Discussion	A	All	None were discussed at this meeting.
7. New Addition Tour	I	All	An informal tour of the new library and classroom edition was completed. Great new space, many new areas for students to gather and study including a spacious Library. Classrooms were needed and provide

			larger up-to-date classroom furniture configurations and use of current technology.
8. Other	A	All	<p>A number of additional agenda items were brought forward for discussion. They included; updating advisory committee membership, review program course caps, and the feasibility of an program alumni gathering.</p> <p><b>Advisory Committee Membership:</b> The committee currently has 7 members. Groups are recommended to have around 10. Possible new members were discussed and will be contacted. Looked at adding possible industries that were not well represented. Discussed manufacturing and additional higher education rep possibly from where students were transferring to. If members are interested in ending their tenure with the group they are asked to contact Loren as soon as possible.</p> <p><b>Course Caps:</b> Members in attendance also discussed the current status of the HRES course caps. They are mostly set at 40 with the exception of the Internship and Capstone course. Research has been completed on course content and a course comparison was also done with other colleges and universities. The course cap of 40 does not work well when delivering the HR content. Has not been an issue in the past due to enrollments not reaching much past 30 in the past. The enrollment of 40 was reached this Fall in many courses which prompted the cap review. Members in attendance supported the request to lower the course caps due to the comparative research and it appeared to be best for student learning. A meeting has been scheduled with administration for further discussion. Advisory committee support will be included in the discussion.</p> <p><b>Program Alumni Gathering:</b> the feasibility of getting program alumni together was discussed. The belief was that there would be a local interest in coming to campus to reconnect with former graduates. This topic will continue to be discussed with a possible gathering scheduled for this coming Fall.</p>
9. Adjournment	I	Loren Haagenson	Meeting was adjourned @ 5:00PM