



Northland Community & Technical College

APRC Meeting
 September 18, 2006
 9:00 am
 Room #106

Attendees: Tim Reuter, Mike Normandin, Kerry Jaeger, Mary Fontes, Al Shervold, Jeff Thomas, Dennis Wierima, Kate Schmalenberg, Kent Hanson; reporter Renee Kringlen

| Topic | Discussion/Outcome |
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| 1. Welcome | Kerry |
| 2. Review and Approve Minutes (April) | Minutes reviewed and approved. |
| 3. Assessment Committee Membership | Need 4 members from each campus: TRF short by one. Kerry e-mailed Linda Samuelson about getting another person from TRF. EGF does have 4 members. |
| 4. State of the Assessment Process | What are the expected tasks of the Assessment Committee. Are we really going to tackle everything on the assessments? Again, who does what? |
| 5. Assessment Committee's Purpose and Function | To date the college-wide focus has been academic review. How do we do this enhance & support the process? All programs will begin assessment this year: Do all at one time or one at a time? As the assessments move forward, how do we make sure everyone is following through? Deans will have to make sure the programs are completing assessments. The System Office is pushing to get these assessments completed and published online. Kent will report on assessment progress to the System Office by the required due date of October 16. Two-year assessment needs to begin. After October meeting, we would like to see some progress. |
| 6. Facilitating the Assessment Process (This year's Reviews) | Programs (Auto Mechanics, Criminal Justice, and Networking) scheduled for review this year need support. Need to develop a support network for these programs. |
| 7. Assessing Program Reviews | Reviewed the Auto Body Program Review with Tim Reuter and made suggestions to clarify and strengthen the assessment. Reviewed the Welding Program review and listed suggestions to clarify and strengthen the assessment. |

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| 8. Expanding the Assessment Plan: Student Services | Student Services is earmarked next for assessment development. Discussion ensued as to how this might be done. Mary Fontes spoke of needs to do this. The next assessment meeting will continue this discussion. |
| 9. Chairperson election | Tabled |

Reporter: Renee Kringlen