



Northland Community & Technical College **Assessment and Program Review** **Thursday, February 7th, 2008** **3:00 pm to 5 pm**

Attendees: Al Shervold, Kit Brenan, Beth McMahon, Mike Normandin, Kent Hanson, Norma Konschak, Michelle Thomas, Avis Dyrud, & Andy Mueller, reporter – Renee Kringlen

Topic	Discussion/Outcome
1. Welcome & review minutes Any additional agenda	Minutes approved with change done. No additional items were added
2. Program Review	Kent's changes to the Program Review Plan approved with two additional minor ones. It was agreed to consider this a working document as this process progresses. The date of last revision and approval will appear on the bottom
3. APR committee meeting schedule for the remainder of the year	Monday, March 24 at 8:00 am – 10:00 am room 106 via polycom to TRF. Thursday, April 24 at 3:00 pm – 5:00 pm room 106 via polycom to TRF. Renee Kringlen will schedule the rooms with Karen Meine and TRF campus and e-mail the dates and rooms that they are assigned to the committee members.
4. Liberal Arts Assessment	Sub committee to create a new working draft for Liberal Arts to include Norma, Avis and Andy they will bring draft to next meeting.
5. Program Assessment	Al, Beth & Michelle are going to work on improving the employer survey process on each campus. They will work with Susie Dowers on coordinating this process. Al is also working on an online employer survey pilot for Welding
6. APR website changes	Al & Andy will meet Wednesday, Feb. 13 at 5:00 pm to review the website changes.
7. Adjourn	