



Northland Community & Technical College Assessment and Program Review 12/15/08, Room 106 polycom to TRF

Attendees: Hank Roehrich, Al Shervold, Andy Mueller, Kent Hanson, Norman Konschak, reporter: Renee Kringlen

Topic	Discussion/Outcome
1. Welcome/Additions	No additional agenda items
2. Minutes approved	Oct. meeting minutes approved – Al will post to virtual office.
3. Program Review - how is the progress this year?	<p>EGF has had some progress- Al and Hank have met with faculty involved in Prog Rev this year 3 times. They continue to offer assistance and monitor progress. Al will work with Norma on the TRF campus to offer assistance to TRF faculty involved in Program Review this year.</p> <p>Also the Prog Rev scheduled needs to be updated – Al will work with the deans on this process.</p>
4. Program Assessment	<p>Employer and exit surveys. Beth continues to work on fine tuning this process – the goal is to get to a point of an established, consistent, useable system that gets good results and data for the assessment process. We have continued work in the area of establishing a system that will ensure quality in the college wide assessment process. Lib Arts continues to make progress in developing and implementing program assessment in their disciplines.</p>
5. Spring Semester goals	<p>Develop a “Process outline”. Develop a document that breaks down the Program Review and the Program Assessment process into specific steps that need to be taken. Information is in the current inventory of documents – we need a task force of members that can compile and organize this info into a working document.</p> <p>Put out the call for additional members from TRF. Al will survey the membership for “best days and times” for APR meetings. The goal is to meet early Feb., early Mar, and early April and before spring semester ends.</p>
6. Meeting Adjourned	