



Northland Community & Technical College Assessment and Program Review

Feb 24th, 2009 2 pm to 3 pm Room 306F and 461F polycom to TRF

Attendees: Hank R. Al S, Andy M., Kent H., Beth M., Norma K., Kit B., reporter: Renee Kringlen

Topic	Discussion/Outcome
1. Welcome/Additions	No additional agenda items
2. Minutes approved	Dec 08 minutes approved.
3. Program Review - how is the progress this year?	<p>EGF progress seems to be going well, Al and Hank have met with each of the programs as well as Al has met again with them individually. Resp Care is in and will be shared with the committee for review and comment in our next meeting. Al and Andy will meet with the TRF programs (Cosmo and PN) to answer questions and provide assistance. Architectural Drafting is having some problems</p> <p>Program Review is intended to be a concise report, we need to look at how to best accomplish this</p> <p>Norma will set up a file on the "P and N" drive as a place to put Program Reviews and Assessments for committee members to access.</p>
4. Program Assessment	<p>Employer and exit surveys. Beth continues to work on this process –They should be sent out the 1st of March, waiting on a few programs. Exit survey – programs were asked to provide feedback on their process.progress.</p> <p>Last years survey results were lost because of a computer malfunction</p> <p>Exit surveys should have a place right on the assessment form as it is now a "required" indirect measure. Al will edit this and share with the membership for the next meeting.</p>
5. Other business	<p>Use April in-service day as a training day for Program Review and Program Assessment. Have this years Program Review faculty "de-brief" their experience and next years faculty in a meeting to share their ideas on how to complete the process. Al, Kent and Andy will work together on this. Also have a session for Program Assessment headed by Norma, Hank, and Beth</p> <p>Al is on sabbatical next year so a replacement chair is needed</p>
6. Meeting Adjourned	

