

# Minutes

## Northland Community & Technical College Assessment & Program Review Committee

**September 15, 2009**

**1:00 p.m. – 3:00 p.m.**

EGF – Rm 115; TRF – Rm 545

**Attendees:** Kent Hanson, Hank Roehrich, Norma Konshak, Andy Mueller, Beth McMahon, Linda Samuelson, Tishara Melcher, Dennis Wierma, Brian Huschle,

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### 1. Introduction of New Committee Members

Tim and Deb were absent

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### 2. Review Current Assessment & Program Review Plan

- Discussed current process for submission, compilation, review, and comment
  - Discussed new D2L site for Assessment & Program Review
  - Thoughts:
  - Division Chairs do initial review of plans
  - Have a Frequently Added Comments area rather than an FAQ for D2L site
  - Calendar Page on Home Page for due times of Initial Reports, etc.
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### 3. Strategic Action Plan for FY10

- All Program Areas have final Access Plans
  - Should we have Accountability Standards for all Programs?
  - Discussed a Strategic Action Plan for Assessment
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### 4. College Survey Processes/ Comments & questions on survey tools

- Exit Surveys: The Liberal Arts exit survey needs upgrading
  - Employer Surveys: Programs choose these if they want them, need more programs involved?
  - Graduate Surveys: Change name of survey to Alumni Survey and administer 6 months after graduation
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### 5. 2009 - 2010 Program Review Candidates

Plumbing, Carpentry, Accounting, Administrative Support, Pharmacy Technician, Welding, Farm Business Management, Specialty Crops  
Deans and Co-Chairs will meet with these program heads

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### 6. Meeting Schedule – FY10

Next two meetings are scheduled ITV and to be Tuesday October 20<sup>th</sup> at 3:00 and Tuesday November 24<sup>th</sup> at 3:00

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