



Assessment & Program Review Committee Meeting

Minutes 11/15/2017

3:00 PM - 4:30 PM Location: EGF – 301; TRF - 601

Attendees:

Jeff Bell, Carey Castle, Brian Huschle, Peggy Rogers (chair)

Minutes:

1. Approve Minutes

Minutes from the 25 October 2017 meeting were approved. Minutes have been posted on the Northland website under "committee minutes."

2. AMP Objectives

Discussion of the goals for the Assessment and Program Review Committee and how the AMP objectives highlighted by Carey fit into the goals of the committee. Carey selected those objectives that he thought would work into the goals of the Assessment and Program Review Committee. Carey went through each of the objectives that were presented to the committee and how they fit into the goals of the Assessment and Program Review Committee.

There was discussion on Objectives 2.1 and 2.2 on how this committee would fit into these objectives as they deal with transfer curriculum and would best fit with either AASC or the Transfer Advisory group. Carey stated that since this committee views five year program reviews it would be a good way to determine how well these courses fit within the different programs at the college. Carey feels that Assessment and Program Review Committee is the group that plays a direct role in helping faculty determine how to develop curriculum. However, using a five plan to determine how well courses fit into a program is too late to determine how well courses fit within a program. Brian H. feels that it is the academic deans' job to determine how well the transfer courses fit within a program.

Carey clarified that the overall goal for including Objectives 2.1, 2.2, 3.1, and 3.2 where to include these areas into the program reviews so that this committee could review the information and make some determination on ways to help the programs along these specific objectives. The goal was for the committee to review the information as it is presented in the five year program reviews to determine how well these objectives are being met and how to advise programs in the future.

For Objectives 4.1 and 4.2 there was discussion on the specific working on the role of the

Assessment and Program Review committee in the faculty handbook. The handbook is still a work in progress and can be changed to accommodate any specific changes/modifications.

Incorporating the AMP objectives may change the goals of this committee as the AMP objectives expand the role of this committee.

3. Program Review

Carey went through the 5-year program review report and changes that had been made and the rationale for those changes. It was discussed that for the committee to continue to expand its role/goals and the need of subcommittees that this committee needs to grow to include more faculty, as of now there are a very small group of faculty, without equal representation from both colleges. There is a need to pull in faculty from other areas/expertise.

There was discussion on the having access to the 5 year plans in the N drive and if it was advisable to have exit survey and other data in the reports that could be assessed by either members of this committee and/or all faculty.

Under page 12 of the review report, there was discussion on Learning Resources and why meeting with Academic Success Center was emphasized but not consulting with other groups, including the library. Carey is happy to make changes to state that faculty meeting appropriate groups, ASC, library, others to make sure that appropriate learning resources are being used. Peggy was curious if it was possible if the areas that provide aid in learning resources could have documents put together that could list what resources were available and how the program could use those programs.

Meeting Schedule 2017 - 2018

<i>Day</i>		<i>Date</i>	<i>Time</i>
<i>Wednesday</i>	<i>EGF – 149, TRF – 601</i>	<i>September 20</i>	<i>3:00-4:30</i>
<i>Wednesday</i>	<i>EGF – 149, TRF – 601</i>	<i>October 25</i>	<i>3:00-4:30</i>
<i>Wednesday</i>	<i>EGF – 149, TRF – 601</i>	<i>November 15</i>	<i>3:00-4:30</i>
<i>Wednesday</i>	<i>EGF – 149, TRF – 601</i>	<i>December 13th</i>	<i>3:00-4:30</i>
<i>Wednesday</i>	<i>TBD</i>	<i>January 17, 2018</i>	<i>3:00-4:30</i>
<i>Wednesday</i>	<i>TBD</i>	<i>February 21, 2018</i>	<i>3:00-4:30</i>
<i>Wednesday</i>	<i>TBD</i>	<i>March 21, 2018</i>	<i>3:00-4:30</i>
<i>Wednesday</i>	<i>TBD</i>	<i>April 18, 2018</i>	<i>3:00-4:30</i>
<i>Wednesday</i>	<i>TBD</i>	<i>May 16, 2018</i>	<i>3:00-4:30</i>