

NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

Meeting Name: Assessment and Program Review (APR) committee

Date & Time: February 8th, 2021 @ 3:00PM

Campus & Room #: ZOOM

Committee Minutes

Attendees: Brian Huschle, Jodi, Stauss-Stassen, Shamani Shikwambi, Caleb Curfman, ADawn Nelson, and Peggy Rogers.

Absent: Curtis Zoller, Brian Suckow, and Deb King,

Topic	Responsible Party	Discussion/Outcome
Call to order		
1. Introduction of members		Brief introductions of all committee members present. ➤ Peggy will visit with Mary Amundson to update the committee list.
2. Overview of the D2L APR course		Information shared regarding the APR D2L course shell. <ul style="list-style-type: none">• Identified location of documents needed by faculty.• Reviewed where ILO Rubrics, Annual Assessments, and Comprehensive review plans are submitted by faculty for review. ➤ Peggy will work with Karleen to add new members as instructors to the APR D2L shell.
3. Review past APR work		Reviewed ILO rubric design, distribution, and collection. Discussed APR committee members role in supporting faculty completing assessments.
4. Next steps for APR		2020-2021 ILO Rubrics can be sent to Brian H or submitted to D2L ➤ Brian will send a reminder email with ILO and annual assessment information and due dates.

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		<ul style="list-style-type: none"> ➤ Brian, Jodi, Shamani, Curtis will meet to discuss timeline for 5-year comprehensive assessment. ➤ Discuss new chair at the March meeting.
5. Future meeting dates		<ul style="list-style-type: none"> ➤ Peggy will connect with Julie to schedule meetings through the end of the semester.
4. Adjourned		

Spring 2021 Meeting Schedule

[illegible]