NORTHLAND
COMMUNITY & TECHNICAL COLLEGE

Meeting Name: Assessment and Program Review (APR) committee

Date & Time: March 15th, 2021 @ 3:00PM

Campus & Room #: ZOOM

Committee Minutes

Attendees: Brian Huschle, Shamani Shikwambi, Caleb Curfman, ADawn Nelson, Tony Sorum, and Peggy Rogers.

Absent: Jodi, Stauss-Stassen, Deb Beland, Brian Suckow, and Curtis Zoller,

Topic	Responsible Party	Discussion/Outcome
Call to order		
1. Review/Approve February minutes		Motion: **Brian** Huschle Seconded: Caleb Curfman
2. APR D2L shell		Update: all members should have instructor access to the APR D2L shell. Let Peggy know if you do not have access. Tony does not have access – Peggy will contact Karleen.
3. 5-Year Program Review		D2L Shell has been updated to reflect the 5-Year Program Review changes to 2020-2021 and 2021-2022 **2021** ➢ Early Childhood & Paraprofessional Program **2021-2022** ➢ Accounting (COVID adjusted) ➢ Administrative Assistant (COVID adjusted)

		➤ Auto Body Collision Technology ➤ Carpentry (COVID adjusted) ➤ Electronics Technology ➤ Liberal Arts ➤ Medical Administrative ➤ Surgical Technology
4. Annual Program Assessment – Due 5/28		Email reminder sent 2/17 to all faculty Program Review Assessment assistance/support scheduled 4/13 at 1:00 PM
5. HLC Updates – as needed		Brian – Justin Berry/Brian Suchow and others are piloting a revised annual program assessment tool for career and technology programs. AA - will be submitting a revision of program learner outcomes. ILO learner outcomes will be included in the revision. Building the 5 ILO rubric language into D2L rubrics. This would allow for better analytics across the college.
6. Old Business		APR chair discussion – Caleb Curfman expressed interest in the chair position. Conversation will continue during the April meeting.
7. New Business		5-year comprehensive review document - Peggy will highlight information that may need updating or revision. Topic will be revisited at the April meeting.
8. Future meeting dates		The APR committee will meet the third Monday of the Month – see information below
4. Adjourned		

Spring 2021 Meeting Schedule

Date	Day	Time	Room
February 8th, 2021	Monday	3:00 PM	ZOOM
March 15th, 2021	Monday	3:00 PM	ZOOM
April 19th, 2021	Monday	3:00 PM	ZOOM

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May 17th, 2021	Monday	3:00 PM	ZOOM