

NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

Assessment & Program Review Committee Minutes

February 23, 2024

9:00 am

Zoom

Attendees: Lisa Anderson, Jeff Bell, Justin Berry, Caleb Curfman, John Fields, Marnie Glazier, Monty Johnson, Kari Koenig, Stephanie LeDuc, ADawn Nelson, Linda Samuelson, Brian Suckow, Bobbie Taylor, Katlyn Tamaalii, Julie Roisland (recorder)

Topic	Responsible Party	Discussion/Outcome																								
1. Year 0 Reset Discussion	John	<ul style="list-style-type: none">What is our status on student learner outcomes?Reviewed letter from HLC listing the 5 collection requirements. This will be added to the Teams folder. We are not collecting properly per the HLC. The assessment plans last submitted to HLC were reviewed – many missing or submitted old, incorrect information.How do we get on track to meet what we were told to meet by next spring? Need a plan developed and implemented. A sub-committee will determine metrics and create a template. Attendees agree John should lead the sub-committee.All programs will have an annual assessment: annual or comprehensive. Will improve process each year. <table><tr><td></td><td>Spring 2024</td><td>2024 – 2025</td><td>2025 – 2026</td><td>2026 – 2027</td><td>2027 – 2028</td></tr><tr><td>Year 0 Review</td><td>All</td><td></td><td></td><td></td><td></td></tr><tr><td>Comprehensive Review</td><td></td><td>Cohort 1</td><td>Cohort 2</td><td>Cohort 3</td><td>Cohort 1</td></tr><tr><td>Annual Review</td><td></td><td>Cohorts 2 & 3</td><td>Cohorts 1 & 3</td><td>Cohorts 1 & 2</td><td>Cohorts 2 & 3</td></tr></table> <ul style="list-style-type: none">John will send more information out next week.		Spring 2024	2024 – 2025	2025 – 2026	2026 – 2027	2027 – 2028	Year 0 Review	All					Comprehensive Review		Cohort 1	Cohort 2	Cohort 3	Cohort 1	Annual Review		Cohorts 2 & 3	Cohorts 1 & 3	Cohorts 1 & 2	Cohorts 2 & 3
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2. Q & A		<ul style="list-style-type: none">Program exit survey status.Sub-Committee to include in metrics: Fall to fall retention rates for first-time students, graduation rates within 150% of normal times, and outcome measures at various points after graduation (program specific).Will have breakout groups at in-service to assist in starting the process.																								