

NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

Assessment & Program Review Committee Minutes

February 11, 2025

3-4pm via Zoom

Attendees: Caleb Curfman (Chair), Dorinda Sorvig, Deb Beland, John Fields, Justin Berry, Linda Samuelson, Lisa Anderson

Minutes: Julie Roisland

Topic	Responsible Party	Discussion/Outcome
1. 5-year Program Review to 3-year program review crosswalk discussion	Caleb	Open discussion. Do we need different forms? Will what we have been doing naturally flow into this cycle? Caleb will update documents from 5 to 3 year as appropriate. What are the next steps to move this out? Since APR is charged with this task – let's make a motion to approve? Deb motions and Linda seconded the motion. Motion unanimously passed.
2. Program Sustainability	Caleb/John	Discussion, feedback & guidance to keep this moving forward requested. Caleb to make documents available to the committee. Kaitlyn put together an example of how she reports. Deb initiates discussion regarding adding a #7 to the CTE metrics. Course completion rate usage viability discussed. Could certain areas be worth more than 1 point? The response rate of surveys sent to graduates is typically low. Could job demand be used instead of job placement? Justin suggests that it's not a good metric due to ability to gather data. Group agreed. There is HLC concern that Northland gathers our own data versus using system data. Adjustments made to metric documents as a group and agreed verbiage used for LA and CTE should match between the documents. ACTION: Before next meeting – Caleb will move the metrics documents in the APR Teams folder. Review metrics and Katlyn's example. Over the next week Caleb will move the metric pieces into the Academic Program Health document and will send out the most up to date document when done; anticipates end of the week.
3. Adjourned		3:47pm
4. Next Meeting		February 25, 2025

NORTHLAND

COMMUNITY & TECHNICAL COLLEGE