

NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

Assessment & Program Review Committee Minutes

February 25, 2025

3-4pm via Zoom

Attendees: Caleb Curfman (chair), Brent Braga, Dorinda Sorvig, ADawn Nelson, Stephanie LeDuc, Don Fischer, Bobbie Taylor, Deb Beland, Tracy Boman, Lisa Anderson, Linda Samuelson

Minutes: Julie Roisland

Topic	Responsible Party	Discussion/Outcome
Program Sustainability-Discussion	Caleb	Reviewed comments left by members on working documents. How often to review progress – 2 years was a general consensus. A program sustainability committee would need to be developed to gather the information. Historically, the members of that committee would be the dean, division chair, marketing and the impacted director of the program. Current document lays out the process. Best way to obtain graduate data? Katlyn can provide some but it can be difficult to obtain accurate data. Exit surveys? Lisa shares that PN would be able to get more alumni surveys vs exit surveys. Could also get better data as more time has passed since graduation. What are the next steps? APR is not a voting body but Caleb asks for agreement. Contingent on Caleb making discussed updates to the documents and next moving it to Learning Council, Shared Governance, and then AASC as informational – Deb moved to accept with discussed changes. ADawn seconds. Passes/agreement is unanimous.
1. Program Review Process	Caleb	Stephanie suggests a dashboard format updated by IR would be useful. Rochester is a good example. Is a formal committee needed to serve as a contact useful? Next meeting, figure out who will reach out to programs in Cohort 1 to offer assistance and answer questions. Kari offers to be involved as she is writing to this area with HLC Criterion 3. Caleb asks for volunteers to clean up the D2L shell as it full & slowing down. No volunteers at this time. ACTIONS: Procedural Documents (update) Build site/team to support the work?
Next Meeting		March 25, 2025 3-4pm via Zoom