



Assessment and Program Review Meeting Minutes

DATE: 11/19/25	LOCATION: Zoom
TIME: 4:00 p.m. – 5:00 p.m.	
ATTENDEES: Chair-Justin Berry, Deb Beland, Linda Samuelson, Bobbie Taylor, John Fields	

REMINDER: Northland Strategic Priorities and Goals 2022 – 2027

1. Access: Northland meets students where they are to ensure all have access to high-quality educational opportunities.
2. Success: Northland improves outcomes, success, and completion through quality programs, advising, and engagement.
3. Partnerships: Northland is strengthening partnerships with K-12, higher ed, employers, and community organizations.
4. Equity: Northland is working to create an inclusive where all can reach their full potential.

GOAL(S) for 25-26:

1. Integrate new Academic Program Health Process
2. Ensure programs have adequate support for 3-year program reviews
3. Clearly communicate assessment expectations and requirements to programs and college faculty

AGENDA ITEMS			
Item	Type	Lead(s)	Approx. Time
Call Meeting to Order 4:02	Procedural	Justin	0
Academic Dean Joining APR <ul style="list-style-type: none">• Idea was brought forth for discussion at last SGC meeting regarding academic deans jointing APR.• It was decided at SGC to have one academic dean joint APR and that the decision regarding which dean will be up to the APR committee.• Consensus was for the Liberal Arts Dean to join APR at this dean	Open Discussion	John	15
ILO Communication and Program Review Follow Up <ul style="list-style-type: none">• Justin will send out• There have been only a few questions regarding ILO assessment plans for this year	Open Discussion	Justin	5
HLC Update <ul style="list-style-type: none">• John met with Shari and Irene yesterday. John sent draft on Dec 15th to employees• Faculty and staff will provide feedback from early/mid January prior to sending the draft to Minn State.• March 1st deadline, uploaded in Canopy March 15th	Open Discussion	John	5
Program Health Document Update <ul style="list-style-type: none">• Katelyn will be updating data for this year's documents	Open Discussion	John	5

<ul style="list-style-type: none"> • Discussion occurred regarding the history of this document and how it has been utilized in the past. • There needs to be a way for closing the loop for this data. Discussion included a new document completed annually in April vs. programs including info as needed on Annual Program Assessment vs. on the 3 year comprehensive program Review. Historically this was completed on the prior 5-year program reviews. • No decisions were made, and discussion will continue at next meeting 			
January and April In-services <ul style="list-style-type: none"> • Was not time for discussion, this will be the first agenda item for the next meeting 	Open Discussion	John	25
Adjourn: 5:01 PM	Procedural	Justin	0

On Deck + Parking Lot Items	
ON DECK	PARKING LOT
2025-2026 3 year Program Review submissions	
Function of APR	
NCTC Annual Assessment Report Status	