



Northland Community & Technical College Division Chair Meeting

April 26, 2006
12:00 pm
Room #106

Attendees: Deb Riely, Mike Normandin, Brian Huschle, Elizabeth McMahon, Milt Kinzler, Dennis Wierma, Renee Kringlen, Guests: Kerry Jaegar, Kate Schmalenberg

Topic		Discussion/Outcome
1. Call to order		11:05 am
2. Approval of minutes *March 29 *April 19		Some changes
3. NCTC Program Assessment Plan (Kerry Jaeger)		<p>Kerry Jaeger presented the Assessment Plan draft form. He is looking for input. Kerry wanted some advice from the Division Chairs on how to get this process implemented and they mentioned that maybe filling out some sample programs so people could see what they are looking at for implementing data. The simpler the better. Maybe have a few training sessions.</p> <p>The Division Chairs agreed that there should be an Institutional Research person to over see training and constant monitoring of the Assessment process.</p>
4. College policy on old Gen Ed credits (Kate S.)		Suggestion was made that all programs need to have a certain age or length of time for the requirement of transfer credits.
5. Budget matrix		Mike handed out the budget for next year. There are a few changes that need to be made. The work day on this is 4/27/06 in TRF if you have anything you should get it to Mike before the meeting.
6. Other		