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| AGENDA/MINUTES | |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 4/12/2017 |
| Time | 3:30 pm – 4:30 pm |
| Location | A-113/Go To Meeting |

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| Facilitator | | Brian Howe | | | | Recorder | | Sarah Riegel | | | | | |
| Team members | | | | | | | | | | | | Present X  Absent O | |
|  | **Team 1** | |  | **Team 2** |  | | **Team 3** | |  | **Additional** | |  | **Non-voting** |
| x | Kim Brennan  Team Lead | | o | Mike Cox  Team Lead | x | | Deanna Heier  Team Lead | | x | Lori Crowther | | x | Ashley Anderson |
| x | Mark Bogner | | x | Cheryl Lippert | x | | Abby Howe | | o | Bill Nash | | o | Leanne Miller |
| x | Stephannie Goerl | | x | Karen Kratzer | x | | Terri Mebane | |  |  | | x | Claudia Mather |
| x | Randy Allen | | x | Brenda Glendenning | x | | Ange Sullivan | |  |  | | x | Elaine Simmons |
|  |  | |  |  |  | |  | |  |  | |  |  |
| Guests | | | | | | | | | | | | | |
| o | Jane Howard | | x | Judy Jacobs |  | |  | |  |  | |  |  |
| o | ReGina Casper | | x | Kathy Kottas |  | |  | |  |  | |  |  |
| Action Items | | | | | | | | Reporter | | | New/  Revised | | Effective Semester |
| TRAD 1750 Exploratory Career Internship I  Team 1  Course Title Change, Credit Hour Change, Course Description Change, Outcomes/Competencies Revision  Approved pending spacing corrections. Add “eligible to be employed in the US” to prerequisite. | | | | | | | | Judy Jacobs | | | Revised | | Summer 2017 |
| PSYC 1000 General Psychology  Team 2  Outcomes/Competencies Revision  Approved | | | | | | | | Randy Allen | | | Revised | | Fall 2017 |
| PSYC 1006 Abnormal Psychology  Team 3  Outcomes/Competencies Revision  Approved | | | | | | | | Randy Allen | | | Revised | | Fall 2017 |
| PSYC 1014 Developmental Psychology  Team 3  Outcomes/Competencies Revision  Approved | | | | | | | | Randy Allen | | | Revised | | Fall 2017 |

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| Syllabi Submitted for Formatting Changes | Reporter | Format Only | Effective Semester |
| None |  |  |  |
| Syllabi Submitted to Inactivate | Reporter | Inactivate | Effective Semester |
| EMHS 1953 Advanced Incident Command System/EOC Operations |  | X | Spring 2017 |
| HZMT 1914 OSHA General Industry Regulations |  | X | Spring 2017 |
| HZMT 1925 OSHA Construction Industry Regulations |  | X | Spring 2017 |
| HZMT 1938 Computer Aided Management of Emergency Operations (CAMEO) |  | X | Spring 2017 |
| HZMT 1977 IATA/Dangerous Goods Regulation |  | X | Spring 2017 |
| LIFE 1425 Residential Energy Efficiency |  | X | Spring 2017 |
| LIFE 1426 Renewable Energy Sources |  | X | Spring 2017 |
| Other Items | Reporter |  |  |
| Revised LICC Charter  Terms of Office and Evaluation sections need to be reworked to follow current procedure. Bring to next month’s meeting. Brian, Karen and Deanna will continue to work on the charter.  VP AA will keep track of each members’ tenure and notify the committee when their term is about up. Terms will run from August through July for 3 years. | Deanna Heier |  |  |
|  |  |  |  |

Absent: have no concerns. Voted in advance to approve should majority agree.

**ENDS:**

**ESSENTIAL SKILLS “BARTON EXPERIENCE”**

**WORK PREPAREDNESS REGIONAL WORKFORCE NEEDS**

**ACADEMIC ADVANCEMENT SERVICE REGIONS**

**PERSONAL ENRICHMENT STRATEGIC PLANNING**

**CONTINGENCY PLANNING**



***Barton Core Priorities/Strategic Plan Goals***

***Drive Student Success***

1. Increase student retention and completion

2. Enhance the Quality of Teaching and Learning

***Cultivate Community Engagement***

3. Enhance Internal Communication

4. Enhance External Communication

***Emphasize Institutional Effectiveness***

5. Initiate periodic review of the Mission Statement and Vision Statement.

6. Through professional development, identify and create a training for understanding and use of process improvement methodologies.

***Optimize Employee Experience***

7. Develop more consistent & robust employee orientation.

8. Enhance professional development system.