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| --- |
| AGENDA/MINUTES |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 7/12/2017 |
| Time | 3:30 pm – 4:30 pm |
| Location | A-113/Go To Meeting |

|  |  |  |  |
| --- | --- | --- | --- |
| Facilitator | Brian Howe | Recorder | Sarah Riegel |
| Team members | Present XAbsent O |
|  | **Team 1** |  | **Team 2** |  | **Team 3** |  | **Additional** |  | **Non-voting** |
| o | Kim BrennanTeam Lead | x | Mike CoxTeam Lead | o | Deanna HeierTeam Lead | o | Lori Crowther | x | Ashley Anderson |
| x | Mark Bogner | x | Cheryl Lippert | x | Abby Howe | o | Bill Nash | o | Leanne Miller |
| o | Stephannie Goerl | x | Karen Kratzer | x | Terri Mebane |  |  | x | Claudia Mather |
| o | Randy Allen | x | Brenda Glendenning | o | Ange Sullivan |  |  | x | Elaine Simmons |
|  |  |  |  |  |  |  |  | x | Kurt Teal |
| Guests  |
| o | Jane Howard | o | Walter Brown – didn’t attend due to technical difficulties |  |  |  |  |  |  |
| o | ReGina Casper |  |  |  |  |  |  |  |  |
| Action Items | Reporter | New/Revised | Effective Semester |
| HZMT 1918 Department of Transportation Regulations Training for Military OrganizationsTeam 1New Course* Approved with corrections – red font needs to be changed to black
 | Walter Brown/Terri Mebane | New | Fall 2017 |
| LITR 1216 American Literature ITeam 2Outcomes/Competencies* Approved with corrections
 | Brian Howe | Revised | Fall 2017 |
| Syllabi Submitted for Formatting Changes | Reporter | Format Only | Effective Semester |
| n/a |  |  |  |
| Syllabi Submitted to Inactivate | Reporter | Inactivate | Effective Semester |
| n/a |  |  |  |
| Other Items | Reporter |  |  |
| LICC Charter – updated version for approval* Approved
* Sarah will post to web site
 | Brian Howe |  |  |
| Team Membership* Mike Cox (on behalf of Faculty Council) reached out campus-wide for volunteers – received 9 volunteers
* LICC team narrowed it down to 3 – Brian will reach out to those – they will start in August on Team 1
	+ Charlotte Cates
	+ Latoya Hill
	+ Rose Cain
* The 3 rotating off will attend in August for their last meeting
	+ Kim Brennan
	+ Stephannie Goerl
	+ Randy Allen
* During the August meeting the 3 teams will be reconfigured to accommodate the new members
 | Brian Howe |  |  |
| 2017-2018 Meeting schedule* August 9 meeting needs to be moved to August 16
* Approved
* Sarah will post to web site
 | Brian Howe |  |  |

Absent: Randy Allen, Lori Crowther, Stephannie Goerl 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.