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| AGENDA/MINUTES |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 9/13/2017 |
| Time | 3:30 – 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** |
| x | Brenda Glendenning Team Lead | x | Deanna HeierTeam Lead | x | Ange Sullivan Team Lead | x | Lori Crowther | x | Ashley Anderson |
| x | Abby Howe | x | Cheryl Lippert | x | Karen Kratzer | x | Kurt Teal | x | Leanne Miller |
| o | Mike Cox | x | Terri Mebane | o | Mark Bogner |  |  | o | Claudia Mather |
| x | Latoya Hill | x | Charlotte Cates | x | Rose Cain |  |  | x | Elaine Simmons |
| Guests  |
| o | Jane Howard | x | Krystall Barnes |  |  |  |  |  |  |
| o | ReGina Casper |  |  |  |  |  |  |  |  |
| Action Items | Reporter | New/Revised | Effective Semester |
| PHED 1289 Varsity Swimming (Men)Team 1New syllabusApproved | Brian Howe | New | Fall 2017 |
| PHED 1291 Varsity Swimming (Women)Team 2 New syllabusApproved | Brian Howe | New | Fall 2017 |
| NATG 1175 Intermediate Natural Gas Distribution and Transmission Technologies/TechniquesTeam 2Re-activate syllabusApproved | Krystall Barnes | Revised | Fall 2017 |
| Syllabi Submitted for Formatting Changes | Reporter | Format Only | Effective Semester |
| HIST 1400 American History to 1877 |  | X |  |
| HIST 1402 American History 1877-Present |  | X |  |
| ENGL 1113 English Study Skills |  | X |  |
| ENGL 1120 English for Speakers of Other Languages (ESOL I) |  | X |  |
| MATH 1805 Basic Math Skills |  | X |  |
| MATH 1807 Math Learning Strategies |  | X |  |
| MATH 1809 Basic Applied Mathematics |  | X |  |
| MATH 1811 Preparatory Mathematics |  | X |  |
| Syllabi Submitted to Inactivate | Reporter | Inactivate | Effective Semester |
| n/a |  |  |  |
| Other Items | Reporter |  |  |
| Brian would like a couple LICC members to view a demo of the Concourse Syllabus Solution – Karen and Deanna volunteered |  |  |  |
|  |  |  |  |
|  |  |  |  |

Absent: Mark Bogner 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.