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| AGENDA/MINUTES |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 1/10/2018 |
| 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** |
| x | Abby HoweTeam Lead | x | Cheryl LippertTeam Lead | x | Karen KratzerTeam Lead | x | Lori Crowther | o | Ashley Anderson |
| x | Brenda Glendenning | o | Deanna Heier | x | Ange Sullivan | o | Kurt Teal | o | Leanne Miller |
| x | Mike Cox | x | Terri Mebane | o | Mark Bogner |  |  | x | Claudia Mather |
| o | Latoya Hill | o | Charlotte Cates |  x | Rose Cain |  |  | x | Elaine Simmons |
| Guests  |
| o | Jane Howard | o | Linda McCaffery | x | Carol Murphy |  |  |  |  |
| o | ReGina Casper | x | Emily Cowles | x | Kathy Kottas |  |  |  |  |
| Action Items | Reporter | New/Revised | Effective Semester |
| ANTH 1816 Cultural AnthropologyTeam 1Outcomes and CompetenciesApproved | Linda McCaffery / Brian Howe | Revised | Spring 2018 |
| HIST 1406 History of KansasTeam 2Outcomes and CompetenciesApproved with changes | Linda McCaffery / Brian Howe | Revised | Spring 2018 |
| HIST 1460 Military History-American Revolution Team 2Outcomes and CompetenciesApproved with changes | Linda McCaffery / Brian Howe | Revised | Spring 2018 |
| HIST 1401 American History 1865 to PresentTeam 3Outcomes and CompetenciesApproved with changes | Linda McCaffery / Brian Howe | Revised | Spring 2018 |
| HIST 1403 American History to 1865 Team 3Outcomes and CompetenciesApproved with changes | Linda McCaffery / Brian Howe | Revised | Spring 2018 |
| DIET 1636 Critical Concept to Become a Certified Dietary ManagerTeam 2New course Approved | Emily Cowles | New | Spring 2018 |
| ENGL 1204 English Composition ITeam 3PrerequisiteApproved | Carol Murphy | Revised | Fall 2018 |
| ENGL 1196 Integrated Reading & Writing LabTeam 3New courseApproved | Carol Murphy | New | Fall 2018 |
| Syllabi Submitted for Formatting Changes | Reporter | Format Only | Effective Semester |
| n/a |  |  |  |
| Syllabi Submitted to Inactivate | Reporter | Inactivate | Effective Semester |
| MLTR 1061 Standard Army Maintenance System | Terri Mebane |  |  |
| Other Items | Reporter |  |  |
| Military Dangerous Material Handling Certificate and Executive Summary (see attachments) | Terri Mebane |  |  |
| Changing General Education Requirements* KBOR is looking at reducing the number of credit hours for AA and AS degrees from 64 to 60 hours
* Brian will lead a research project this spring
* Lori Crowther, Karen Kratzer, Cheryl Lippert, Mike Cox and Rose Cain have volunteered to be on this committee
* Meetings will be weekly
* President would like an update by April
 | Brian Howe |  |  |
| Certificates without HS Transcript/GED* College is considering offering certificates without a HS transcript or GED
* This would improve “completer” numbers (funding is tied to completers)
* PTP approved, Deans Council will be next
* Majority of LICC approved
 | Elaine Simmons |  |  |

Absent: Mark Bogner, Deanna Heier and Charlotte Cates 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.