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| AGENDA/MINUTES | |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 1/9/2019 |
| Time | 3:30 pm – 4:30 pm |
| Location | A-113/Zoom |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Facilitator | | Brian Howe | | | | Recorder | Sarah Riegel | | | | | |
| Team members | | | | | | | | | | | Present X  Absent O | |
|  | **Team 1** | |  | **Team 2** |  | **Team 3** | |  | **Additional** | |  | **Non-voting** |
| x | Abby Howe  Team Lead | | x | Mark Shipman  Team Lead | x | Karen Kratzer  Team Lead | | x | Lori Crowther | | o | Ashley Anderson |
| x | Brenda Glendenning | | x | Terri Mebane | x | Ange Sullivan | | x | Kurt Teal | | x | Leanne Miller |
| x | Latoya Hill | | x | Lawrence Weber | o | Erika Jenkins-Moss | |  |  | | x | Claudia Mather |
| x | Karly Little | | x | Charlotte Cates | x | Jaime Abel | |  |  | | x | Elaine Simmons |
| Guests | | | | | | | | | | | | |
| x | Jane Howard | | x | Kathy Kottas | x | Laura Schlessiger | |  |  | |  |  |
| o | ReGina Casper | | x | Mary Foley |  |  | |  |  | |  |  |
| Action Items | | | | | | | Reporter | | | New/  Revised | | Effective Semester |
| CORR 1005 Psychology of Criminal Conduct  Team 2   * Prerequisite Change * Remove the prerequisite requirement of PSYC 1000 * Approved | | | | | | | Jane Howard | | | Revised | | Spring 2019 |
| MATH 1823 Mathematics for Liberal Arts  Team 3   * Course Title, Course Description and Prerequisite Change * Changed the course title from Fundamentals of Mathematics to Mathematics for Liberal Arts * Changed the course description * Changed the prerequisites * Add a period to V.C.4., add a hyphen to V.D. in “decision-making” and “statistical” is misspelled in V.D.1. * Approved with changes | | | | | | | Laura Schlessiger | | | Revised | | Fall 2019 |
| 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 | | |  | |  |
| General Education Project   * Need to form a sub-team to slot the courses in the new gen ed format – have this done by April – Karen, Mary, Brenda, Lawrence, Mark – schedule meetings starting next week, meeting weekly * Will form a sub team for Concourse – restructuring the syllabi template, etc. | | | | | | | Brian Howe | | |  | |  |

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.