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| AGENDA/MINUTES |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 2/6/2019 |
| Time | 3:30 pm – 4:30 pm |
| Location | A-113/Zoom |

|  |  |  |  |
| --- | --- | --- | --- |
| Facilitator | Brian Howe | Recorder | Sarah Riegel |
| Team members | Present XAbsent O |
|  | **Team 1** |  | **Team 2** |  | **Team 3** |  | **Additional** |  | **Non-voting** |
| o | Karly LittleTeam Lead | x | Mark ShipmanTeam Lead | x | Karen Kratzer Team Lead | o | Lori Crowther | o | Ashley Anderson |
| x | Brenda Glendenning | x | Terri Mebane | x | Ange Sullivan | x | Kurt Teal | o | Leanne Miller |
| x | Latoya Hill | o | Lawrence Weber | o | Erika Jenkins-Moss |  |  | x | Claudia Mather |
| x | Abby Howe | o | Charlotte Cates | x | Jaime Abel |  |  | x | Elaine Simmons |
| Guests  |
| o | Jane Howard | o | Kathy Kottas | x | Kristen Hathcock |  |  |  |  |
| o | ReGina Casper | o | Mary Foley | x | Danika Bielek |  |  |  |  |
| Action Items | Reporter | New/Revised | Effective Semester |
| MATH 1826 College AlgebraTeam 1Course Title Change* This course was called College Algebra with Review.
* It’s a 5 credit hour college algebra class with intermediate algebra skills.
* The name was causing a red flag and it wasn’t transferring out of state.
* MATH 1828 is the 3 credit hour College Algebra class.
* How will students who self-enroll be sure to enroll in the correct course? Students must take a placement test to enroll in the correct college algebra class. Worst case scenario would be a student who should be in MATH 1828 (3 credit hours) be enrolled in MATH 1826 (5 credit hours).
* Add to PTP agenda for awareness
* Kristen will notify advisors

Approved | Kristen Hathcock | Revised | Fall 2019 |
| DANC 1020 Modern Dance ITeam 2Credit Hour Change* After discussion with WSU, KU and KSU dance programs they would prefer DANC 1020, 1030, 1035 and 1036 classes come over with 3 credit hours for dance majors
* For non-dance majors 3 credit hours would be a bit much so those could take it for 2 credit hours
* For contact hours the 3 credit hour would be additional time on the class period or an additional day (MWF)
* Wording to be used on the syllabi: **2 or 3 credit hours (3 credit hours required for dance majors)**
* Outcomes and competencies – Danika will rework since these haven’t been looked at for a while. She will resubmit the syllabi at a later time.

Approved | Danika Bielek | Revised | Fall 2019 |
| DANC 1030 Modern Dance IITeam 2Credit Hour ChangeApproved | Danika Bielek | Revised | Fall 2019 |
| DANC 1035 Ballet ITeam 3Credit Hour ChangeApproved  | Danika Bielek | Revised | Fall 2019 |
| DANC 1036 Ballet IITeam 3Credit Hour ChangeApproved | Danika Bielek | 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* Team is developing a process to slot courses
* We will have to submit our changes to general education through the CAM with KBOR
* No one has ever submitted curricular changes for gen eds through the CAM – the forms don’t currently support this, they are for workforce
* Elaine will find out from KBOR what steps we need to complete through the state
* We’ve completed our necessary steps in-house as part of the CAM
* Our timeline should still be intact due to our advance work
* In March sub-team will be formed for Concourse
* We will have more information at the next meeting for the onboarding information the sub-team is working on
 | Brian Howe |  |  |
| Outcomes and Competencies Outline Discussion* LICC team decided as a whole that we do not need to follow the rules of outlining for outcomes and competencies (i.e. if you have a 1 then you need a 2).
* Add this to the new onboarding document.
 | Team |  |  |

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.