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| AGENDA/MINUTES | |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 5/13/2020 |
| Time | 3:30 – 4:30 pm |
| Location | Zoom |

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| Facilitator | | Brian Howe | | | | Recorder | Sarah Riegel | | | | | |
| Team members | | | | | | | | | | | Present X  Absent O | |
|  | **Team 1** | |  | **Team 2** |  | **Team 3** | |  | **Additional** | |  | **Non-voting** |
| x | Latoya Hill  Team Lead | | x | Mark Shipman  Team Lead | x | Marlo Chavarria Team Lead | | x | Lori Crowther | | x | Kathy Kottas |
| x | Karly Little | | o | Chris Vanderlinde | o | Jaime Abel | | x | Kurt Teal | | x | Lee Miller |
| x | Brenda Glendenning | | x | Charlotte Cates | x | Karen Kratzer | |  |  | | x | Claudia Mather |
| o | Randy Allen | | x | Todd Mobray | x | Erika Jenkins-Moss | |  |  | | x | Elaine Simmons |
| Guest | | | | | | | | | | | | |
| x | Jane Howard | | x | Mary Foley | o | Tim Folkerts | | x | Karole Erikson | | x | Kristen Hathcock |
| o | ReGina Casper | | x | Matt Connell | x | Terri Mebane | | x | Renae Skelton | | x | Karla Johnston |
| x | Mary Doyle | |  |  |  |  | |  |  | |  |  |
| Action Items | | | | | | | Reporter | | | New/  Revised | | Effective Semester |
| PHSC 1408 Astronomy   * Reviewed by Team 1 * Credit Hours, Course Description, Outcomes and Competencies Change * Changed to variable credit hours so they can have a lab if they choose * Table to next meeting – wrong syllabi sent for final version | | | | | | | Tim Folkerts/  Brian Howe | | | Revised | | Fall 2020 |
| MUSI 1042 Class Piano A   * Reviewed by Team 3 * Outcomes and Competencies Change * Changes per KCOG * Karen 1st, Todd 2nd * Approved | | | | | | | Karole Erikson | | | Revised | | Fall 2020 |
| MUSI 1044 Class Piano B   * Reviewed by Team 2 * Outcomes and Competencies Change * Changes per KCOG * Karen 1st, Todd 2nd * Approved | | | | | | | Karole Erikson | | | Revised | | Spring 2021 |
| CHEM 1821 Fundamentals of Biochemistry   * Reviewed by Team 3 * Prerequisite Change * Student requested to take course while taking organic chemistry, common practice at other schools to take both courses at the same time * We like to have a grade level in the prerequisite * Table to next meeting to fix prereq | | | | | | | Kristen Hathcock | | | Revised | | Summer 2020 |
| STAT 1850 Research Methods I   * Reviewed by Team 1 * New Course * STEM team is working on a grant, one initiative is to create an undergrad research experience for students * Remove last paragraph in IV * Remove “OR having passed” from the prereq * Brenda 1st, Marlo 2nd * Approved with changes | | | | | | | Kristen Hathcock | | | New | | Summer 2020 |
| MLTR 1400 Container Control Officer   * Reviewed by Team 3 * New Course * 3 day course, 120 student per year for this course * Edits to outcomes and competencies * Karen 1st, Charlotte 2nd * Approved with changes | | | | | | | Terri Mebane | | | New | | Fall 2020 |
| MLTR 1401 Air Load Planner   * Reviewed by Team 3 * New Course * 10 day course, 140 students per year * Edits to outcomes and competencies * Karen 1st, Charlotte 2nd * Approved with changes | | | | | | | Terri Mebane | | | New | | Fall 2020 |
| NURS 1206 Fundamentals of Nursing   * Reviewed by Team 1 * Course Description, Outcomes and Competencies Change * Updated for SLO and QSEN * Update competencies to not use discuss – approve via email – Renae will send updated document to Latoya | | | | | | | Karla Johnston | | | Revised | | Fall 2020 |
| NURS 1228 Pharmacology for Nurses   * Reviewed by Team 1 * Course Description, Outcomes and Competencies Change * Update competencies to not use discuss * Mark 1st, Erika 2nd * Approved with changes | | | | | | | Karla Johnston | | | Revised | | Fall 2020 |
| NURS 1207 Mental Health Nursing I   * Reviewed by Team 2 * Course Description, Outcomes and Competencies Change * Mark 1st, Erika 2nd * Approved | | | | | | | Renae Skelton | | | Revised | | Fall 2020 |
| NURS 1210 Gerontological Nursing   * Reviewed by Team 2 * Course Description, Outcomes and Competencies Change * Mark 1st, Erika 2nd * Approved | | | | | | | Karla Johnston | | | Revised | | Spring 2021 |
| NURS 1255 Medical-Surgical Nursing I   * Reviewed by Team 2 * Course Description, Outcomes and Competencies Change * Mark 1st, Erika 2nd * Approved | | | | | | | Karla Johnston | | | Revised | | Fall 2020 |
| 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 | | |  | |  |
| Modifications to Military Certificates   * Removed inactive classes, updated title changes and credit hour changes | | | | | | | Terri Mebane | | |  | |  |
| LICC Submission Worksheet   * Would like start using as soon as possible * Brian will talk to supervisors and train them on this new document | | | | | | | Brian | | |  | |  |
| LICC Charter   * Review for next month’s meeting * Send comments to liccdocs | | | | | | | Brian | | |  | |  |

Absent: Jaime Abel and Christopher Vanderlinde have no concerns. Voted in advance to approve should majority agree.

**ENDS:**

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| ESSENTIAL SKILLS | REGIONAL WORKFORCE NEEDS |
| WORK PREPAREDNESS | BARTON SERVICES AND REGIONAL LOCATIONS |
| ACADEMIC ADVANCEMENT | STRATEGIC PLAN |
| “BARTON EXPERIENCE” | CONTINGENCY PLANNING |



***Barton Core Priorities/Strategic Plan Goals***

***Drive Student Success***

1. Advance student entry, reentry, retention and completion strategies.

2. Commit to excellence in teaching and learning.

***Cultivate Community Engagement***

3. Expand partnerships across the institution.

4. Reinforce public recognition of Barton Community College.

5. Foster a climate of inclusivity so students, employees, and communities are welcomed, supported, and valued for their contributions.

***Emphasize Institutional Effectiveness***

6. Develop, enhance, and align business processes.

7. Manifest an environment that supports the mission of the college.

***Optimize Employee Experience***

8. Promote an environment that recognizes and supports employee engagement, innovation, collaboration, and growth.

9. Develop, enhance, and align business human resource processes.