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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 |

|  |  |  |  |
| --- | --- | --- | --- |
| Facilitator | Brian Howe | Recorder | Sarah Riegel |
| Team members | Present XAbsent O |
|  | **Team 1** |  | **Team 2** |  | **Team 3** |  | **Additional** |  | **Non-voting** |
| x | Latoya HillTeam 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:**

|  |  |
| --- | --- |
| 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.