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| --- | --- |
| AGENDA/MINUTES | |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 7/8/2020 |
| Time | 3:30 – 4:30 pm |
| Location | Zoom |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Facilitator | | Brian Howe | | | | Recorder | Sarah Riegel | | | | | |
| Team members | | | | | | | | | | | Present X  Absent O | |
|  | **Team 1** | |  | **Team 2** |  | **Team 3** | |  | **Additional** | |  | **Non-voting** |
| x | Randy Allen  Team Lead | | x | Todd Mobray  Team Lead | o | Karen Kratzer  Team Lead | | x | Lori Crowther | | x | Kathy Kottas |
| x | Karly Little | | x | Chris Vanderlinde | x | Jaime Abel | | x | Kurt Teal | | x | Lee Miller |
| o | Brenda Glendenning | | o | Charlotte Cates | o | Marlo Chavarria | |  |  | | x | Claudia Mather |
| x | Latoya Hill | | o | Mark Shipman | x | Erika Jenkins-Moss | |  |  | | x | Elaine Simmons |
| Guest | | | | | | | | | | | | |
| o | Jane Howard | | x | Mary Foley |  |  | |  |  | |  |  |
| o | ReGina Casper | | o | Matt Connell |  |  | |  |  | |  |  |
| x | Mary Doyle | |  |  |  |  | |  |  | |  |  |
| Action Items | | | | | | | Reporter | | | New/  Revised | | Effective Semester |
| n/a | | | | | | |  | | |  | |  |
| 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 | | |  | |  |
| CDL Executive Summary     * Turn the CDL courses into a SAPP * This allows us to report completers to KBOR * KBOR will provide us $600 for each student that completes | | | | | | | Mary Foley | | |  | |  |
| LICC Charter   * All edits are approved * Sarah will post to the web | | | | | | | Brian | | |  | |  |
| LICC Onboarding Draft   * Course Submission Worksheet section is new * Team agrees with edits and we are ready to use for new members * On The Center’s web page there are videos on the new submission process, these will also be posted on the LICC web page | | | | | | | Brian | | |  | |  |
| New Members   * Sara Hoff and Laura Schlessiger will join * Charlotte and Latoya will come off * Mary Doyle will replace Karen | | | | | | | Brian | | |  | |  |
| LICC Meeting Dates 2020-2021 | | | | | | | Brian | | |  | |  |

Absent: 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.