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| AGENDA/MINUTES | |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 9/13/2023 |
| Time | 3:30 – 4:30 pm |
| Location | Zoom <https://bartonccc-edu.zoom.us/my/riegelsbcc> |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Facilitator | | Brian Howe | | | | Recorder | Sarah Riegel | | | | | |
| Team members | | | | | | | | | | | Present X  Absent O | |
|  | **Team 1** | |  | **Team 2** |  | **Team 3** | |  | **Non-voting** | |  | **Non-voting** |
| x | Brian Howe  Team Lead | | x | James Hill  Team Lead | x | Mary Doyle  Team Lead | | x | Kathy Kottas | | x | Darren Ivey |
| x | Renae Skelton | | x | Lee Miller | x | Claudia Mather | | x | Elaine Simmons | | o | Mary Foley |
| x | Tyler Schiffelbein | | x | Stephanie Joiner | x | Megan Schiffelbein | |  |  | | o | Chris Baker |
|  |  | | o | Lori Crowther | x | Kurt Teal | |  |  | | x | Jennifer Bernatis |
| Guest | | | | | | | | | | | | |
| x | Teri Mebane | | x | Sue Simmons |  |  | |  |  | |  |  |
|  |  | |  |  |  |  | |  |  | |  |  |
| Action Items | | | | | | | Reporter | | | New/  Revised | | Effective Semester |
| MLTR 1926 Environmental Compliance Team Training   * Team 1 Reviewed * New Course * Motion by Renae, second by Claudia * Approved | | | | | | | Terri Mebane | | | New | | Fall 2023 |
| LEAD 1002 Leadership and Management Seminar I   * Team 2 Reviewed * Outcomes/Competencies Revisions * Motion by Lee, second by Kurt * Approved | | | | | | | Sue Simmons | | | Revised | | Fall 2023 |
| LEAD 1003 Leadership and Management Seminar II   * Team 2 Reviewed * Outcomes/Competencies Revisions * Motion by Lee, second by Kurt * Approved | | | | | | | Sue Simmons | | | Revised | | Fall 2023 |
| LEAD 1004 Leadership and Management Seminar III   * Team 2 Reviewed * Outcomes/Competencies Revisions * Motion by Lee, second by Kurt * Approved | | | | | | | Sue Simmons | | | Revised | | Fall 2023 |
| Syllabi Submitted to Inactivate | | | | | | | Reporter | | | Inactivate | | Effective Semester |
| MLTR 1042 Military Petroleum Operations  MLTR 1627 Management of Weapons Storage Facilities  MLTR 1795 Supply Manager  MLTR 1924 Master Driver course | | | | | | | Terri Mebane | | | X | | Fall 2023 |
| Other Items | | | | | | | Reporter | | |  | |  |
| Gen Ed Project/Degree Map Project   * A group from PTP will work on creating a new web page that includes what courses are in each bucket; how to communicate to students and advisors * Once the web page is completed it will be the responsibility of LICC to periodically review and make updates | | | | | | | Brian Howe | | |  | |  |
| Fall Syllabus Audit   * Audit has occurred; waiting on results | | | | | | | Elaine Simmons | | |  | |  |

Absent: Lori Crowther have no concerns. Voted in advance to approve should majority agree.

**ENDS:**

**1. Fundamental Skills  
2. Work Preparedness  
3. Academic Advancement  
4. Barton Experience  
5. Regional Workforce Needs  
6. Barton Services and Regional Locations  
7. Strategic Planning  
8. Contingency Planning**



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

**Drive Student Success**

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

2. Foster excellence in teaching and learning.

**Cultivate Community Engagement**

3. Expand partnerships & public recognition of Barton Community College.

**Optimize the Barton Experience**

4. Promote a welcoming environment that recognizes and supports student and employee engagement, integrity,    
  inclusivity, value, and growth.

**Emphasize Institutional Effectiveness**

5. Develop, enhance, and align business processes.