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| AGENDA/MINUTES |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 1-11-2017 |
| Time | 3:30 pm – 4:30 pm |
| Location | A-113/Go To Meeting |

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| --- | --- | --- | --- |
| Facilitator | Dr. Robin Garrett | Recorder | Jessica Vsetecka |
| Team members | Present XAbsent O |
|  | Team 1 |  | Team 2 |  | Team 3 |  | Additional |  | Nonvoting |
| X | Stephannie GoerlTeam Lead | X | Cheryl LippertTeam Lead | O | Deanna HeierTeam Lead | X | Lori Crowther | O | Ashley Anderson |
| X | Mark Bogner  | X | Mike Cox | X | Abby Howe | O | ReGina Casper | X | Leanne Miller |
| X | Kim Brennan | X | Karen Kratzer | X | Terri Mebane | O | Bill Nash | X | Claudia Mather |
| O | Randy Allen | X | Brenda Glendenning | O |  Ange Sullivan |  |  | X | Elaine Simmons |
|   |   |  |  |  |  |  |  | X | Brian Howe |
| Guests  |
| X | Tim Folkerts | X | Sarah Riegel |  |  |  |  |  |  |
| X | Kathy Kottas |  |  |  |  |  |  |  |  |
| Action Items | Reporter | New/Revised | Effective Semester |
| NURS 1210 Gerontological NursingTeam 1Outcomes/Competencies Revision Approved | Kathy Kottas |  |  |
| NURS 1256 Med-Surg IITeam 1Outcomes/Competencies RevisionApproved | Kathy Kottas |  |  |
| PHSC 1400 Physical ScienceTeam 2Change in Course DescriptionOutcomes/Competencies RevisionApproved pending formatting changes | Tim Folkerts |  |  |
| PHYS 1600 Physics ITeam 2Change in Course DescriptionOutcomes/Competencies RevisionApproved | Tim Folkerts |  |  |
| Committee Business:When Jessica joined the LICC team last summer, she was instructed by Dr. Garrett to assign syllabi across the teams as evenly as possible especially when an author submits multiple syllabi. For clarification purposes, Jessica asked the team if this practice should continue. The team agreed that syllabi should continue to be divided out in order to gain perspective from all team members. One team member might catch something another team member doesn’t. The team wants multiple eyes on these documents so the author can apply suggestions to other syllabi when applicable.The team also stated that it wouldn’t be fair if one team received all the syllabi and requested to keep dividing them across teams so they wouldn’t have as many.  |  |  |  |
| Syllabi Submitted for Formatting Changes | Reporter | Format Only | Effective Semester |
| BSTC 1685 Spreadsheet Applications |  | X |  |
| BUSI 1780 Total Quality Management |  | X |  |
| EDUC 1134 Educational Field Experience |  | X |  |
| HIST 1400 American History to 1877 |  | X |  |
| HIST 1402 American History 1865 to Present |  | X |  |
| HIST 1406 History of Kansas |  | X |  |
| HIST 1409 History and Philosophy of Western Culture to 1500 |  | X |  |
| HIST 1411 History and Philosophy of Western Culture 1500 to present |  | X |  |
| MATH 1809 Basic Applied Math |  | X |  |
| PSYC 1016 Social Psychology |  | X |  |
| PSYC 1130 Death and Dying |  | X |  |
|  |  |  |  |
| Syllabi Submitted to Inactivate | Reporter | Inactivate | Effective Semester |
| COMM 1222, ENGL 1112, GRPH 1000, GRPH 1055 |  | X | SP 17 |
| LANG 1901, LANG 1903, LANG 1904, LANG 1909 |  | X | SP 17 |
| LANG 1909, LANG 1911, LANG 1915, LANG 1925 |  | X | SP 17 |
| LIBR 1106, LIFE 1425, LIFE 1426, PHED 1328, PHED 1329POLS 1810 |  | X | SP 17 |
| JOUR 1204, 1210, 1703, 1708, 1709, 1710 |  | X | SP 17 |
|  |  |  |  |

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.