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| --- | --- |
| AGENDA/MINUTES | |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 3/8/2017 |
| Time | 3:30 pm – 4:30 pm |
| Location | A-113/Go To Meeting |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Facilitator | | Brian Howe | | | | Recorder | | Sarah Riegel | | | | | |
| Team members | | | | | | | | | | | | Present X  Absent O | |
|  | **Team 1** | |  | **Team 2** |  | | **Team 3** | |  | **Additional** | |  | **Non-voting** |
| x | Kim Brennan  Team Lead | | x | Mike Cox  Team Lead | x | | Deanna Heier  Team Lead | | x | Lori Crowther | | o | Ashley Anderson |
| o | Mark Bogner | | x | Cheryl Lippert | x | | Abby Howe | | o | Bill Nash | | o | Leanne Miller |
| x | Stephannie Goerl | | x | Karen Kratzer | x | | Terri Mebane | |  |  | | x | Claudia Mather |
| o | Randy Allen | | x | Brenda Glendenning | x | | Ange Sullivan | |  |  | | x | Elaine Simmons |
|  |  | |  |  |  | |  | |  |  | |  |  |
| Guests | | | | | | | | | | | | | |
| x | Jane Howard | | x | Jessica Vsetecka |  | |  | |  |  | |  |  |
| o | ReGina Casper | | x | Todd Mobray |  | |  | |  |  | |  |  |
| Action Items | | | | | | | | Reporter | | | New/  Revised | | Effective Semester |
| GRPH 1065 Digital Video Editing  Team 1  Outcomes/Competencies Revision  Approved pending correction of extra spaces between sections. | | | | | | | | Brian Howe | | | Revised | |  |
| LITR 1231 Popular Topics in Literature  Team 2  Outcomes/Competencies Revision  Approved pending correction of extra spaces between sections. | | | | | | | | Brian Howe | | | Revised | |  |
| EDUC 1142 Introduction to Instructional Technology  Team 3  New Course  Approved pending correction of spacing in section I. | | | | | | | | Brian Howe | | | New | |  |
| Syllabi Submitted for Formatting Changes | | | | | | | | Reporter | | | Format Only | | Effective Semester |
| None | | | | | | | |  | | |  | |  |
| Syllabi Submitted to Inactivate | | | | | | | | Reporter | | | Inactivate | | Effective Semester |
| None | | | | | | | |  | | |  | |  |
| Other Items | | | | | | | | Reporter | | |  | |  |
| Medical Administrative Technology Associate of Applied Science Degree  Approved | | | | | | | | Kim Brennan and Jane Howard | | |  | |  |
| Blooms taxonomy and use of “recognize”  Stephannie and Abby will work on a document of recommended words to use in syllabi. | | | | | | | | Kim Brennan | | |  | |  |
|  | | | | | | | |  | | |  | |  |

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.