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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 XAbsent O |
|  | **Team 1** |  | **Team 2** |  | **Team 3** |  | **Additional** |  | **Non-voting** |
| x | Kim BrennanTeam Lead | x | Mike CoxTeam Lead | x | Deanna HeierTeam 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 EditingTeam 1Outcomes/Competencies RevisionApproved pending correction of extra spaces between sections. | Brian Howe | Revised |  |
| LITR 1231 Popular Topics in LiteratureTeam 2Outcomes/Competencies RevisionApproved pending correction of extra spaces between sections. | Brian Howe | Revised |  |
| EDUC 1142 Introduction to Instructional TechnologyTeam 3New CourseApproved 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 DegreeApproved | 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.