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| AGENDA/MINUTES | |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 7/12/2017 |
| 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** |
| o | Kim Brennan  Team Lead | | x | Mike Cox  Team Lead | o | | Deanna Heier  Team Lead | | o | Lori Crowther | | x | Ashley Anderson |
| x | Mark Bogner | | x | Cheryl Lippert | x | | Abby Howe | | o | Bill Nash | | o | Leanne Miller |
| o | Stephannie Goerl | | x | Karen Kratzer | x | | Terri Mebane | |  |  | | x | Claudia Mather |
| o | Randy Allen | | x | Brenda Glendenning | o | | Ange Sullivan | |  |  | | x | Elaine Simmons |
|  |  | |  |  |  | |  | |  |  | | x | Kurt Teal |
| Guests | | | | | | | | | | | | | |
| o | Jane Howard | | o | Walter Brown – didn’t attend due to technical difficulties |  | |  | |  |  | |  |  |
| o | ReGina Casper | |  |  |  | |  | |  |  | |  |  |
| Action Items | | | | | | | | Reporter | | | New/  Revised | | Effective Semester |
| HZMT 1918 Department of Transportation Regulations Training for Military Organizations  Team 1  New Course   * Approved with corrections – red font needs to be changed to black | | | | | | | | Walter Brown/Terri Mebane | | | New | | Fall 2017 |
| LITR 1216 American Literature I  Team 2  Outcomes/Competencies   * Approved with corrections | | | | | | | | Brian Howe | | | Revised | | Fall 2017 |
| 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 | | |  | |  |
| LICC Charter – updated version for approval   * Approved * Sarah will post to web site | | | | | | | | Brian Howe | | |  | |  |
| Team Membership   * Mike Cox (on behalf of Faculty Council) reached out campus-wide for volunteers – received 9 volunteers * LICC team narrowed it down to 3 – Brian will reach out to those – they will start in August on Team 1   + Charlotte Cates   + Latoya Hill   + Rose Cain * The 3 rotating off will attend in August for their last meeting   + Kim Brennan   + Stephannie Goerl   + Randy Allen * During the August meeting the 3 teams will be reconfigured to accommodate the new members | | | | | | | | Brian Howe | | |  | |  |
| 2017-2018 Meeting schedule   * August 9 meeting needs to be moved to August 16 * Approved * Sarah will post to web site | | | | | | | | Brian Howe | | |  | |  |

Absent: Randy Allen, Lori Crowther, Stephannie Goerl 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.