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| AGENDA/MINUTES | |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 1/10/2018 |
| 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 | Abby Howe  Team Lead | | x | Cheryl Lippert  Team Lead | x | Karen Kratzer  Team Lead | | x | Lori Crowther | | o | Ashley Anderson |
| x | Brenda Glendenning | | o | Deanna Heier | x | Ange Sullivan | | o | Kurt Teal | | o | Leanne Miller |
| x | Mike Cox | | x | Terri Mebane | o | Mark Bogner | |  |  | | x | Claudia Mather |
| o | Latoya Hill | | o | Charlotte Cates | x | Rose Cain | |  |  | | x | Elaine Simmons |
| Guests | | | | | | | | | | | | |
| o | Jane Howard | | o | Linda McCaffery | x | Carol Murphy | |  |  | |  |  |
| o | ReGina Casper | | x | Emily Cowles | x | Kathy Kottas | |  |  | |  |  |
| Action Items | | | | | | | Reporter | | | New/  Revised | | Effective Semester |
| ANTH 1816 Cultural Anthropology  Team 1  Outcomes and Competencies  Approved | | | | | | | Linda McCaffery / Brian Howe | | | Revised | | Spring 2018 |
| HIST 1406 History of Kansas  Team 2  Outcomes and Competencies  Approved with changes | | | | | | | Linda McCaffery / Brian Howe | | | Revised | | Spring 2018 |
| HIST 1460 Military History-American Revolution  Team 2  Outcomes and Competencies  Approved with changes | | | | | | | Linda McCaffery / Brian Howe | | | Revised | | Spring 2018 |
| HIST 1401 American History 1865 to Present  Team 3  Outcomes and Competencies  Approved with changes | | | | | | | Linda McCaffery / Brian Howe | | | Revised | | Spring 2018 |
| HIST 1403 American History to 1865  Team 3  Outcomes and Competencies  Approved with changes | | | | | | | Linda McCaffery / Brian Howe | | | Revised | | Spring 2018 |
| DIET 1636 Critical Concept to Become a Certified Dietary Manager  Team 2  New course  Approved | | | | | | | Emily Cowles | | | New | | Spring 2018 |
| ENGL 1204 English Composition I  Team 3  Prerequisite  Approved | | | | | | | Carol Murphy | | | Revised | | Fall 2018 |
| ENGL 1196 Integrated Reading & Writing Lab  Team 3  New course  Approved | | | | | | | Carol Murphy | | | New | | Fall 2018 |
| Syllabi Submitted for Formatting Changes | | | | | | | Reporter | | | Format Only | | Effective Semester |
| n/a | | | | | | |  | | |  | |  |
| Syllabi Submitted to Inactivate | | | | | | | Reporter | | | Inactivate | | Effective Semester |
| MLTR 1061 Standard Army Maintenance System | | | | | | | Terri Mebane | | |  | |  |
| Other Items | | | | | | | Reporter | | |  | |  |
| Military Dangerous Material Handling Certificate and Executive Summary (see attachments) | | | | | | | Terri Mebane | | |  | |  |
| Changing General Education Requirements   * KBOR is looking at reducing the number of credit hours for AA and AS degrees from 64 to 60 hours * Brian will lead a research project this spring * Lori Crowther, Karen Kratzer, Cheryl Lippert, Mike Cox and Rose Cain have volunteered to be on this committee * Meetings will be weekly * President would like an update by April | | | | | | | Brian Howe | | |  | |  |
| Certificates without HS Transcript/GED   * College is considering offering certificates without a HS transcript or GED * This would improve “completer” numbers (funding is tied to completers) * PTP approved, Deans Council will be next * Majority of LICC approved | | | | | | | Elaine Simmons | | |  | |  |

Absent: Mark Bogner, Deanna Heier and Charlotte Cates 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.