|  |  |
| --- | --- |
| AGENDA/MINUTES | |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 5/9/2018 |
| 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 | Latoya Hill  Team Lead | | x | Terri Mebane  Team Lead | o | Mark Bogner  Team Lead | | x | Lori Crowther | | x | Ashley Anderson |
| x | Brenda Glendenning | | x | Deanna Heier | x | Ange Sullivan | | x | Kurt Teal | | x | Leanne Miller |
| x | Mike Cox | | x | Cheryl Lippert | x | Karen Kratzer | |  |  | | x | Claudia Mather |
| x | Abby Howe | | x | Charlotte Cates | x | Rose Cain | |  |  | | x | Elaine Simmons |
| Guests | | | | | | | | | | | | |
| x | Jane Howard | | x | Kim Brennan | x | Mary Doyle | |  |  | |  |  |
| o | ReGina Casper | | o | Tyler Soper |  |  | |  |  | |  |  |
| Action Items | | | | | | | Reporter | | | New/  Revised | | Effective Semester |
| PHIL 1602 Introduction to Philosophy  Team 1  Course Description, Outcomes and Competencies  Approved | | | | | | | Brian Howe | | | Revised | | Summer 2018 |
| OSHA 1970 OSHA Trainer Course in Standards for the Construction Industry  Team 2  Credit Hours  Approved with changes | | | | | | | Kurt Teal | | | Revised | | Summer 2018 |
| OSHA 1971 OSHA Trainer Course in Standards for General Industry  Team 2  Credit Hours  Approved with changes | | | | | | | Kurt Teal | | | Revised | | Summer 2018 |
| OSHA 1011 Excavation, Trenching and Soil Mechanics  Team 3  Credit Hours  Approved with changes | | | | | | | Kurt Teal | | | Revised | | Summer 2018 |
| Syllabi Submitted for Formatting Changes | | | | | | | Reporter | | | Format Only | | Effective Semester |
| n/a | | | | | | |  | | |  | |  |
| Syllabi Submitted to Inactivate | | | | | | | Reporter | | | Inactivate | | Effective Semester |
| HZMT 1901 Motorcycle Safety for Beginning Riders | | | | | | | Kurt Teal | | | X | | Spring 2018 |
| MLTR 1061 Standard Army Maintenance System | | | | | | | Kurt Teal | | | X | | Spring 2018 |
| MLTR 1800 Laser Sighting and Engagement System | | | | | | | Kurt Teal | | | X | | Spring 2018 |
| NRCE 1257 Asthma/Allergy Review | | | | | | | Kathy Kottas | | | X | | Summer 2018 |
| NRCE 1332 Dealing with Stress | | | | | | | Kathy Kottas | | | X | | Summer 2018 |
| NRCE 1333 Coping with Loss and Grief | | | | | | | Kathy Kottas | | | X | | Summer 2018 |
| NRCE 1334 Now Showing: Times They Are A Changing | | | | | | | Kathy Kottas | | | X | | Summer 2018 |
| Other Items | | | | | | | Reporter | | |  | |  |
| Curriculum guide changes for Medical Assistant and Medical Administrative Technology   * Moved OFTC 1066 from a major requirement to an elective | | | | | | | Jane Howard /  Kim Brennan | | |  | |  |
| Transfer Degree Credit Hour Project   * Reduce general education hours from 64 to 60 for AS, AA and AGS (not AAS) * No timeline from KBOR as of current but we want to be prepared * Sub-committee has met over the past several months * Sub-committee has developed 3 versions for consideration: traditional, core and blended   + Traditional version is the 3rd ranked for preference * The 3 version will go to faculty for feedback, then to PTP for feedback and then a recommendation will be made to Instructional Council and President’s Staff   Traditional Version     * Foundation studies stayed the same * Arts and sciences reduced by a total of 2 hours * Reduced emphasis requirements by 2 hours   Core Version     * Similar to K-State 8 and KU Core * Courses can fit under more than one heading * Foundations section is gone – inter-mixed with other areas * Wrote outcomes for core version   Blended Version     * Modeled after WSU * Developed 2 tiers with 5 divisions * Wrote outcomes for blended version | | | | | | | Brian Howe | | |  | |  |
| LICC Team Membership – will discuss at the next meeting, June 13 | | | | | | | Brian Howe | | |  | |  |

Absent: Mark Bogner 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.