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| AGENDA/MINUTES |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 1/9/2019 |
| Time | 3:30 pm – 4:30 pm |
| Location | A-113/Zoom |

|  |  |  |  |
| --- | --- | --- | --- |
| Facilitator | Brian Howe | Recorder | Sarah Riegel |
| Team members | Present XAbsent O |
|  | **Team 1** |  | **Team 2** |  | **Team 3** |  | **Additional** |  | **Non-voting** |
| x | Abby HoweTeam Lead | x | Mark ShipmanTeam Lead | x | Karen Kratzer Team Lead | x | Lori Crowther | o | Ashley Anderson |
| x | Brenda Glendenning | x | Terri Mebane | x | Ange Sullivan | x | Kurt Teal | x | Leanne Miller |
| x | Latoya Hill | x | Lawrence Weber | o | Erika Jenkins-Moss |  |  | x | Claudia Mather |
| x | Karly Little | x | Charlotte Cates  | x | Jaime Abel |  |  | x | Elaine Simmons |
| Guests  |
| x | Jane Howard | x | Kathy Kottas | x | Laura Schlessiger |  |  |  |  |
| o | ReGina Casper | x | Mary Foley |  |  |  |  |  |  |
| Action Items | Reporter | New/Revised | Effective Semester |
| CORR 1005 Psychology of Criminal ConductTeam 2* Prerequisite Change
* Remove the prerequisite requirement of PSYC 1000
* Approved
 | Jane Howard | Revised | Spring 2019 |
| MATH 1823 Mathematics for Liberal ArtsTeam 3* Course Title, Course Description and Prerequisite Change
* Changed the course title from Fundamentals of Mathematics to Mathematics for Liberal Arts
* Changed the course description
* Changed the prerequisites
* Add a period to V.C.4., add a hyphen to V.D. in “decision-making” and “statistical” is misspelled in V.D.1.
* Approved with changes
 | Laura Schlessiger | Revised | Fall 2019 |
| 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 |  |  |
| General Education Project* Need to form a sub-team to slot the courses in the new gen ed format – have this done by April – Karen, Mary, Brenda, Lawrence, Mark – schedule meetings starting next week, meeting weekly
* Will form a sub team for Concourse – restructuring the syllabi template, etc.
 | Brian Howe |  |  |

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.