|  |  |
| --- | --- |
| AGENDA/MINUTES | |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 2/6/2019 |
| Time | 3:30 pm – 4:30 pm |
| Location | A-113/Zoom |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Facilitator | | Brian Howe | | | | Recorder | Sarah Riegel | | | | | |
| Team members | | | | | | | | | | | Present X  Absent O | |
|  | **Team 1** | |  | **Team 2** |  | **Team 3** | |  | **Additional** | |  | **Non-voting** |
| o | Karly Little  Team Lead | | x | Mark Shipman  Team Lead | x | Karen Kratzer  Team Lead | | o | Lori Crowther | | o | Ashley Anderson |
| x | Brenda Glendenning | | x | Terri Mebane | x | Ange Sullivan | | x | Kurt Teal | | o | Leanne Miller |
| x | Latoya Hill | | o | Lawrence Weber | o | Erika Jenkins-Moss | |  |  | | x | Claudia Mather |
| x | Abby Howe | | o | Charlotte Cates | x | Jaime Abel | |  |  | | x | Elaine Simmons |
| Guests | | | | | | | | | | | | |
| o | Jane Howard | | o | Kathy Kottas | x | Kristen Hathcock | |  |  | |  |  |
| o | ReGina Casper | | o | Mary Foley | x | Danika Bielek | |  |  | |  |  |
| Action Items | | | | | | | Reporter | | | New/  Revised | | Effective Semester |
| MATH 1826 College Algebra  Team 1  Course Title Change   * This course was called College Algebra with Review. * It’s a 5 credit hour college algebra class with intermediate algebra skills. * The name was causing a red flag and it wasn’t transferring out of state. * MATH 1828 is the 3 credit hour College Algebra class. * How will students who self-enroll be sure to enroll in the correct course? Students must take a placement test to enroll in the correct college algebra class. Worst case scenario would be a student who should be in MATH 1828 (3 credit hours) be enrolled in MATH 1826 (5 credit hours). * Add to PTP agenda for awareness * Kristen will notify advisors   Approved | | | | | | | Kristen Hathcock | | | Revised | | Fall 2019 |
| DANC 1020 Modern Dance I  Team 2  Credit Hour Change   * After discussion with WSU, KU and KSU dance programs they would prefer DANC 1020, 1030, 1035 and 1036 classes come over with 3 credit hours for dance majors * For non-dance majors 3 credit hours would be a bit much so those could take it for 2 credit hours * For contact hours the 3 credit hour would be additional time on the class period or an additional day (MWF) * Wording to be used on the syllabi: **2 or 3 credit hours (3 credit hours required for dance majors)** * Outcomes and competencies – Danika will rework since these haven’t been looked at for a while. She will resubmit the syllabi at a later time.   Approved | | | | | | | Danika Bielek | | | Revised | | Fall 2019 |
| DANC 1030 Modern Dance II  Team 2  Credit Hour Change  Approved | | | | | | | Danika Bielek | | | Revised | | Fall 2019 |
| DANC 1035 Ballet I  Team 3  Credit Hour Change  Approved | | | | | | | Danika Bielek | | | Revised | | Fall 2019 |
| DANC 1036 Ballet II  Team 3  Credit Hour Change  Approved | | | | | | | Danika Bielek | | | 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   * Team is developing a process to slot courses * We will have to submit our changes to general education through the CAM with KBOR * No one has ever submitted curricular changes for gen eds through the CAM – the forms don’t currently support this, they are for workforce * Elaine will find out from KBOR what steps we need to complete through the state * We’ve completed our necessary steps in-house as part of the CAM * Our timeline should still be intact due to our advance work * In March sub-team will be formed for Concourse * We will have more information at the next meeting for the onboarding information the sub-team is working on | | | | | | | Brian Howe | | |  | |  |
| Outcomes and Competencies Outline Discussion   * LICC team decided as a whole that we do not need to follow the rules of outlining for outcomes and competencies (i.e. if you have a 1 then you need a 2). * Add this to the new onboarding document. | | | | | | | Team | | |  | |  |

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.