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| AGENDA/MINUTES |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 8/8/2018 |
| 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 | Brenda Glendenning Team Lead | x | Charlotte CatesTeam Lead | x | Mark Bogner Team Lead | x | Lori Crowther | o | Ashley Anderson |
| x | Abby Howe | o | Terri Mebane | x | Ange Sullivan | x | Kurt Teal | o | Leanne Miller |
| o | Latoya Hill | x | Lawrence Weber | x | Karen Kratzer |  |  | o | Claudia Mather |
| x | Karly Little | x | Cheryl Lippert | x | Erika Jenkins-Moss |  |  | x | Elaine Simmons |
| o | Mike Cox | o | Deanna Heier | x | Jaime Abel |  |  |  |  |
| Guests  |
| o | Jane Howard | o | Kathy Kottas | x | Tyler Soper |  |  |  |  |
| x | ReGina Casper | o | Mary Foley |  |  |  |  |  |  |
| Action Items | Reporter | New/Revised | Effective Semester |
| OSHA 1007 Guide to Industrial HygieneTeam 3Course DescriptionApproved with changes | Tyler Soper | Revised | Fall 2018 |
| OSHA 1914 Standards for General IndustryTeam 2Course DescriptionApproved with changes | Tyler Soper | Revised | Fall 2018 |
| OSHA 1926 Standards for Construction IndustryTeam 1Course Description Approved  | Tyler Soper | Revised | Fall 2018 |
| MLTR 1626 Weapons Storage Facility OperationsTeam 1Credit HoursApproved  | Terri Mebane / Kurt Teal | Revised | Fall 2018 |
| MLTR 1627 Management of Weapons Storage FacilityTeam 3Credit HoursApproved with changes | Terri Mebane / Kurt Teal | Revised | Fall 2018 |
| Syllabi Submitted for Formatting Changes | Reporter | Format Only | Effective Semester |
| n/a |  |  |  |
| Syllabi Submitted to Inactivate | Reporter | Inactivate | Effective Semester |
| MLTR 1765 | Terri Mebane | X | Spring 2019 |
| Other Items | Reporter |  |  |
| Mark Shipman will replace Mark Bogner. | Brian Howe |  |  |
| Transfer Degree Credit Hour ProjectWe received confirmation from KBOR their Board will approve the list of programs exempted from the 120 credit hours sometime this fall.  The approval will be for KU, KSU, WSU, and ESU.  FHSU and PSU are in the middle of a gen ed redesign and will put forth their requested exemptions Spring 2019 or Fall 2019 – though FHSU indicates it probably won’t have any exemptions. Once the Board approves any exemptions, institutions will officially know which degrees are approved for 120 and which are not.  They are on different timeframes for transitioning their degrees to 120 – most of the work will be complete by Fall 2019. | Brian Howe |  |  |
| Concourse Syllabus Program<https://www.intellidemia.com/> If the Board of Trustees approves the budget on Tuesday, the college will purchase the Concourse Syllabus Management program.  | Brian Howe |  |  |

Absent: Terri Mebane 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.