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| AGENDA/MINUTES |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 1/8/2020 |
| Time | 3:30 – 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 | Karly LittleTeam Lead | o | Charlotte CatesTeam Lead | x | Erika Jenkins-Moss Team Lead | x | Lori Crowther | x | Kathy Kottas |
| o | Latoya Hill  | x | Chris Vanderlinde | x | Jaime Abel | x | Kurt Teal | x | Lee Miller |
| x | Brenda Glendenning | x | Todd Mobray | x | Karen Kratzer |  |  | o | Claudia Mather |
| x | Randy Allen | x | Mark Shipman | o | Marlo Chavarria |  |  | x | Elaine Simmons |
| Guest |
| o | Jane Howard | o | Mary Foley | x | Terri Mebane |  |  |  |  |
| o | ReGina Casper | x | Ken Henderson |  |  |  |  |  |  |
| Action Items | Reporter | New/Revised | Effective Semester |
| PHED 1253 Care and Prevention of Athletic Injuries* Reviewed by Team 3
* Course Description and Outcomes and Competencies
* Athletic training is to going towards a masters level program instead of the undergrad route
* Students have 2 options for athletic training: major in anything they want (mainly health careers) and apply to masters OR 3+2 program (get bachelors in 3 years and start maters in 4th year)
* Contacted 4 year schools (KSU, KU and WSU) and compared to their syllabi
* Motion to approve by Brian, second by Karly
* Approved
 | Ken Henderson | Revised | Spring 2020 |
| MLTR 1535 Combat Lifesaver* Reviewed by Team 3
* Credit Hour and Outcomes and Competencies
* Military wants more training for soldiers therefore a change competencies and credit hours for MLTR 1535, 1020 and 1795
* Motion to approve by Karly, second by Mark
* Approved
 | Terri Mebane | Revised | Spring 2020 |
| MLTR 1020 Plant Maintenance Manager* Reviewed by Team 2
* Course Title and Outcomes and Competencies
* Motion to approve by Karly, second by Mark
* Approved
 | Terri Mebane | Revised | Spring 2020 |
| MLTR 1795 Supply Manager* Reviewed by Team 2
* Credit Hour, Course Description and Outcomes and Competencies
* Motion to approve by Karly, second by Mark
* Approved
 | Terri Mebane | Revised | Spring 2020 |
| 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 |  |  |
| Concourse Update* Pilot group going now
* Second pilot group in March (Todd volunteered to be part of this pilot group)
* Open it up to everyone by fall
* Training material will be put on the professional development web page
* We’re going to test a couple fields in banner to input the outcomes and competencies
* We will no longer save the syllabi to the T drive, the old syllabi will remain there
 | Brian Howe |  |  |
| 2021 Curriculum Guides with New Gen Eds* Lori is inputting into degree works now
* Advisor training sessions available
* Have training for anyone else interested – use the advisor training sessions
 | Elaine Simmons |  |  |

Absent: Charlotte Cates have no concerns. Voted in advance to approve should majority agree.

**ENDS:**

|  |  |
| --- | --- |
| ESSENTIAL SKILLS                              | REGIONAL WORKFORCE NEEDS    |
| WORK PREPAREDNESS                     | BARTON SERVICES AND REGIONAL LOCATIONS |
| ACADEMIC ADVANCEMENT              | STRATEGIC PLAN |
| “BARTON EXPERIENCE” | CONTINGENCY PLANNING |



***Barton Core Priorities/Strategic Plan Goals***

***Drive Student Success***

1. Advance student entry, reentry, retention and completion strategies.

2. Commit to excellence in teaching and learning.

***Cultivate Community Engagement***

3. Expand partnerships across the institution.

4. Reinforce public recognition of Barton Community College.

5. Foster a climate of inclusivity so students, employees, and communities are welcomed, supported, and valued for their contributions.

***Emphasize Institutional Effectiveness***

6. Develop, enhance, and align business processes.

7. Manifest an environment that supports the mission of the college.

***Optimize Employee Experience***

8. Promote an environment that recognizes and supports employee engagement, innovation, collaboration, and growth.

9. Develop, enhance, and align business human resource processes.