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| AGENDA/MINUTES |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 7/8/2020 |
| Time | 3:30 – 4:30 pm |
| Location | Zoom |

|  |  |  |  |
| --- | --- | --- | --- |
| Facilitator | Brian Howe | Recorder | Sarah Riegel |
| Team members | Present XAbsent O |
|  | **Team 1** |  | **Team 2** |  | **Team 3** |  | **Additional** |  | **Non-voting** |
| x | Randy AllenTeam Lead | x | Todd MobrayTeam Lead | o | Karen KratzerTeam Lead | x | Lori Crowther | x | Kathy Kottas |
| x | Karly Little | x | Chris Vanderlinde | x | Jaime Abel | x | Kurt Teal | x | Lee Miller |
| o | Brenda Glendenning | o | Charlotte Cates | o | Marlo Chavarria |  |  | x | Claudia Mather |
| x | Latoya Hill  | o | Mark Shipman | x | Erika Jenkins-Moss |  |  | x | Elaine Simmons |
| Guest |
| o | Jane Howard | x | Mary Foley |  |  |  |  |  |  |
| o | ReGina Casper | o | Matt Connell |  |  |  |  |  |  |
| x | Mary Doyle |  |  |  |  |  |  |  |  |
| Action Items | Reporter | New/Revised | Effective Semester |
| n/a |  |  |  |
| 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 |  |  |
| CDL Executive Summary* Turn the CDL courses into a SAPP
* This allows us to report completers to KBOR
* KBOR will provide us $600 for each student that completes
 | Mary Foley |  |  |
| LICC Charter* All edits are approved
* Sarah will post to the web
 | Brian |  |  |
| LICC Onboarding Draft* Course Submission Worksheet section is new
* Team agrees with edits and we are ready to use for new members
* On The Center’s web page there are videos on the new submission process, these will also be posted on the LICC web page
 | Brian |  |  |
| New Members* Sara Hoff and Laura Schlessiger will join
* Charlotte and Latoya will come off
* Mary Doyle will replace Karen
 | Brian |  |  |
| LICC Meeting Dates 2020-2021 | Brian |  |  |

Absent: 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.