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| AGENDA/MINUTES | |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 9/11/2019 |
| 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** |
| x | Brenda Glendenning Team Lead | | x | Chris Vanderlinde Team Lead | x | Jaime Abel  Team Lead | | x | Lori Crowther | | x | Kathy Kottas |
| x | Latoya Hill | | o | Charlotte Cates | x | Erika Jenkins-Moss | | x | Kurt Teal | | x | Lee Miller |
| x | Karly Little | | x | Todd Mobray | x | Karen Kratzer | |  |  | | x | Claudia Mather |
| x | Randy Allen | | x | Mark Shipman | o | Marlo Chavarria | |  |  | | x | Elaine Simmons |
| Guest | | | | | | | | | | | | |
| x | Jane Howard | | x | Mary Foley | o | Lacy Swain | |  |  | |  |  |
| o | ReGina Casper | | x | Cristi Gale | x | Sara Hoff | |  |  | |  |  |
| Action Items | | | | | | | Reporter | | | New/  Revised | | Effective Semester |
| PRGM 1039 Object-Oriented Programming  Reviewed by Team 1  Prerequisite Change   * Added with a grade of C or better to prerequisite * Approved | | | | | | | Cristi Gale/  Jane Howard | | | Revised | | Spring 2020 |
| NAID 1229 Nursing Home Aide  Reviewed by Team 2  Outcomes and Competencies   * Add CPR and basic life support to the outcomes to help students be more workforce ready * Reword Section V.C.2. – “provide” isn’t measurable, use “demonstrate” instead * Approved with changes | | | | | | | Lacy Swain/  Sara Hoff | | | 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 | | |  | |  |
| Concourse Update   * Met with Bucks County Community College – they currently use Concourse * Team will meet Friday to continue working through the Concourse set-up * Faculty Council – wants Concourse to be a 3rd Wednesday topic when the time is right | | | | | | | Brian Howe | | |  | |  |

Absent: Charlotte Cates 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. 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.