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| AGENDA/MINUTES | |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 4/13/20222 |
| Time | 3:30 – 4:30 pm |
| Location | Zoom <https://zoom.us/j/5354602075> |

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| Facilitator | | Brian Howe | | | | Recorder | Sarah Riegel | | | | | |
| Team members | | | | | | | | | | | Present X  Absent O | |
|  | **Team 1** | |  | **Team 2** |  | **Team 3** | |  | **Additional** | |  | **Non-voting** |
| x | John Mack  Team Lead | | x | Laura Schlessiger  Team Lead | x | Megan Schiffelbein  Team Lead | | o | Lori Crowther | | x | Kathy Kottas |
| x | Brian Howe | | x | Todd Mobray | x | Mary Doyle | | x | Kurt Teal | | o | Lee Miller |
| x | Renae Skelton | | x | Sara Hoff | x | Marlo Chavarria | | o | Karen Kratzer | | o | Claudia Mather |
| x | Randy Allen | | x | Chris Vanderlinde | x | Kristi Mason | |  |  | | x | Elaine Simmons |
| Guest | | | | | | | | | | | | |
| x | Darren Ivey | | x | Chris Baker | x | Heather Panning | | x | Lindsay Holmes | |  |  |
| o | Mary Foley | | x | Karen Gunther | x | Emily Cowles | | x | James Hill | |  |  |
| Action Items | | | | | | | Reporter | | | New/  Revised | | Effective Semester |
| HZMT 1905 Environmental Sampling and Monitoring   * Team 2 Reviewed * Outcomes and Competencies Change * Updated the textbook for this class which required updating of the course syllabus * Bring back at May meeting – keep assigned with Team 2 | | | | | | | Lindsay Holmes/  James Hill | | | Revised | | Fall 2022 |
| PHED 1253 Care and Prevention of Athletic Injury   * Team 2 Reviewed * KCOG Course * Motion to approve by Marlo, Renae 2nd * Approved | | | | | | | Heather Panning | | | Revised | | Fall 2022 |
| MLTC 1505 MLT Pathogenic Microbiology   * Team 1 Reviewed * Prerequisite Change * Motion to approve by Marlo, Chris 2nd * Approved | | | | | | | Karen Gunther | | | Revised | | Fall 2022 |
| MLTC 1506 Human Parasitology/Mycobacteria/Mycology   * Team 1 Reviewed * Prerequisite Change * Motion to approve by Marlo, Chris 2nd * Approved | | | | | | | Karen Gunther | | | Revised | | Fall 2022 |
| MLTC 1508 MLT Immunohematology   * Team 1 Reviewed * Prerequisite Change * Motion to approve by Marlo, Chris 2nd * Approved | | | | | | | Karen Gunther | | | Revised | | Fall 2022 |
| MLTC 1509 MLT Immunology   * Team 1 Reviewed * Prerequisite Change * Motion to approve by Marlo, Chris 2nd * Approved | | | | | | | Karen Gunther | | | Revised | | Fall 2022 |
| MLTC 1513 Laboratory Operations and Leadership   * Team 2 Reviewed * Prerequisite Change; Course Description Change * Need the new prerequisite listed on the worksheet * Motion to approve by Marlo, Chris 2nd * Approved with changes | | | | | | | Karen Gunther | | | Revised | | Fall 2022 |
| MLTC 1520 MLT Clinical Practicum II   * Team 2 Reviewed * Prerequisite Change * Outcome A. – change *sharpen* to *implement* * Outcome B. – change *perform, evaluate and report* to *execute* * Competency B.1. – add *perform* to the beginning of the statement * Competency B.2. – add *evaluate and report* to the beginning of the statement * Competency C.1. through C.4. – add *demonstrate* to the beginning of each the statement * Motion to approve by Marlo, Chris 2nd * Approved with changes | | | | | | | Karen Gunther | | | Revised | | Fall 2022 |
| DIET 1630 Sanitation and Management of Food Systems   * Team 3 Reviewed * Outcomes and Competencies Change; Course As Viewed In The Total Curriculum Change * Motion to approve by Chris, Renae 2nd * Approved | | | | | | | Emily Cowles | | | Revised | | Summer 2022 |
| DIET 1631 Nutrition Therapy   * Team 3 Reviewed * Course As Viewed In The Total Curriculum Change * Change *discuss* to *explain* in the competencies * Motion to approve by Chris, Renae 2nd * Approved with changes | | | | | | | Emily Cowles | | | Revised | | Fall 2022 |
| DIET 1632 Human Resource Management   * Team 3 Reviewed * Outcomes and Competencies Change; Course As Viewed In The Total Curriculum Change * Motion to approve by Chris, Renae 2nd * Approved | | | | | | | Emily Cowles | | | Revised | | Fall 2022 |
| DIET 1633 Field Experience in Sanitation and Management of Food Systems   * Team 3 Reviewed * Outcomes and Competencies Change; Course As Viewed In The Total Curriculum Change * Motion to approve by Chris, Renae 2nd * Approved | | | | | | | Emily Cowles | | | Revised | | Summer 2022 |
| DIET 1634 Field Experience in Nutrition   * Team 3 Reviewed * Course As Viewed In The Total Curriculum Change * Change *discuss* to *explain* in the competencies * Motion to approve by Chris, Renae 2nd * Approved with changes | | | | | | | Emily Cowles | | | Revised | | Fall 2022 |
| DIET 1635 Field Experience in Human Resource Management   * Team 3 Reviewed * Outcomes and Competencies Change; Course As Viewed In The Total Curriculum Change * Motion to approve by Chris, Renae 2nd * Approved | | | | | | | Emily Cowles | | | Revised | | Fall 2022 |
| Syllabi Submitted to Inactivate | | | | | | | Reporter | | | Inactivate | | Effective Semester |
| n/a | | | | | | |  | | |  | |  |
| Other Items | | | | | | | Reporter | | |  | |  |
| Outcomes and Competencies Matrix & Bloom’s Taxonomy   * Do another review of the new document at the May meeting | | | | | | | Brian Howe | | |  | |  |
| Submission Worksheet   * Need to adjust the worksheet to include a section to make changes to the Course As Viewed In The Total Curriculum | | | | | | |  | | |  | |  |

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

**ENDS:**

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| FUNDAMENTAL SKILLS | REGIONAL WORKFORCE NEEDS |
| WORK PREPAREDNESS | BARTON SERVICES & REGIONAL LOCATIONS |
| ACADEMIC ADVANCEMENT | STRATEGIC PLANNING |
| “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.