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| AGENDA/MINUTES | |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 8/10/20222 |
| 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** |
| o | Renae Skelton | | x | Laura Schlessiger | x | Mary Doyle | |  |  | | x | Kathy Kottas |
| x | Brian Howe | | x | Lee Miller | x | Megan Schiffelbein | |  |  | | x | Elaine Simmons |
| o | John Mack | | x | Lori Crowther | x | Claudia Mather | |  |  | |  |  |
| x | Randy Allen | | x | Karen Kratzer | x | Kurt Teal | |  |  | |  |  |
|  |  | | x | Todd Mobray | x | Marlo Chavarria | |  |  | |  |  |
|  |  | | o | Chris Vanderlinde |  |  | |  |  | |  |  |
| Guest | | | | | | | | | | | | |
| x | Darren Ivey | | o | Chris Baker |  |  | |  |  | |  |  |
| o | Mary Foley | |  |  |  |  | |  |  | |  |  |
| Action Items | | | | | | | Reporter | | | New/  Revised | | Effective Semester |
| n/a | | | | | | |  | | |  | |  |
| Syllabi Submitted to Inactivate | | | | | | | Reporter | | | Inactivate | | Effective Semester |
| n/a | | | | | | |  | | |  | |  |
| Other Items | | | | | | | Reporter | | |  | |  |
| Charter Review  **Committee Purpose**  This committee ~~functions in an advisory capacity to~~ supports the Vice President of Instruction with focus on academic and curricular matters. Focusing on academic and curricular matters, the committee’s goal is to ensure instructional integrity and to provide quality learning experiences for all Barton students regardless of venue or modality.  **Expected Results**  Committee members’ responsibilities:   * ~~Guard~~ Ensure the academic integrity of the college’s curriculum; ~~to~~ Assure that all programs, certificates and degrees are of uniformly high quality with current and ~~valid~~ rigorous course content * Evaluate and approve new courses * Review and approve all curriculum revisions * Suggest additions, deletions or modifications to ~~course content or Master Syllabi~~ curriculum * Propose and/or approve changes to course, or pre-requisites that enhance transferability * ~~Set high standards of performance for both teaching and learning~~ * Serve as a communications link for all changes and updates related to the curriculum * Make recommendations to the Vice President of Instruction pertaining to such academic and curricular matters   Committee members’ informational awareness:   * Proposed or approved new programs of study (transfer & vocational) * Proposed or approved changes/updates to existing programs * Proposed or approved changes or updates to the ~~program~~ instructional review process   Administrative Support  Sponsor: ~~College President~~  ~~Coach:~~ Vice President of Instruction or designee  Committee Membership  Membership shall consist of a minimum of nine (9) and maximum of twelve (12) faculty and staff members, chosen from any or all campuses and venues, to represent a broad spectrum of the curriculum both academic and vocational. The new members will come on the committee at the August meeting. The last meeting for the members rotating off will be August.  Terms of Office – update to our new model | | | | | | | Brian Howe | | |  | |  |
| Systemwide General Education Program   * AA and AS degrees * 34-35 credit hour range (our minimum is 36) * Buckets: English (1A), Communications (1A), Math & Statistics (1B), Natural & Physical Science (2C), Social & Behavioral Science (2B, 1D), Arts & Humanities (2A), Institutionally Designated (1C, 2D) | | | | | | | Brian/Elaine | | |  | |  |

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

**ENDS:**

**1. Fundamental Skills  
2. Work Preparedness  
3. Academic Advancement  
4. Barton Experience  
5. Regional Workforce Needs  
6. Barton Services and Regional Locations  
7. Strategic Planning  
8. Contingency Planning**



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

**Drive Student Success**

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

2. Foster excellence in teaching and learning.

**Cultivate Community Engagement**

3. Expand partnerships & public recognition of Barton Community College.

**Optimize the Barton Experience**

4. Promote a welcoming environment that recognizes and supports student and employee engagement, integrity,    
  inclusivity, value, and growth.

**Emphasize Institutional Effectiveness**

5. Develop, enhance, and align business processes.