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| AGENDA/MINUTES | |
| Team Name | Learning, Instruction and Curriculum Committee (LICC) |
| Date | 5/14/2025 |
| Time | 3:30 – 5:00 pm |
| Location | Zoom <https://bartonccc-edu.zoom.us/my/riegelsbcc> |

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| Facilitator | | Brian Howe | | | | Recorder | Sarah Riegel | | | | | |
| Team members | | | | | | | | | | | Present X  Absent O | |
|  | **Team 1** | |  | **Team 2** |  | **Team 3** | |  | **Non-voting** | |  | **Non-voting** |
| x | Brian Howe  Team Lead | | x | Stephanie Joiner  Team Lead | x | Kurt Teal  Team Lead | | x | Kathy Kottas | | o | Chris Baker |
| x | Tyler Schiffelbein | | x | James Hill | x | Claudia Mather | | x | Elaine Simmons | | o | Mary Foley |
| x | Darren Ivey | | x | Lee Miller | x | Mary Doyle | | x | Lori Crowther | | o | Josh Winkler |
|  |  | |  |  | x | Jenn Bernatis | |  |  | |  |  |
| Guest | | | | | | | | | | | | |
| o | Walter Brown | | x | Cristi Gale | x | Gretchen McCracken (Golden Key Group) | | x | Linda Goldring (Golden Key Group) | |  |  |
| x | Jennifer Steinert | | x | Donnielle DeMesme (Golden Key Group) | x | Sonya Miranda (Golden Key Group) | |  |  | |  |  |
| Action Items | | | | | | | Reporter | | | New/  Revised | | Effective Semester |
| MLTR 1815 Digital Training Management System (DTMS)   * Team 3 Reviewed * Credit Hours and Outcomes/Competencies * Motion by Stephanie, second by Jim * Approved | | | | | | | Walter Brown/  Kurt Teal | | | Revised | | Fall 2025 |
| OFTC 1666 Records Management   * Team 3 Reviewed * Course Description and Outcomes/Competencies * Updating the course as it hasn’t been taught for two years * Motion by Lee, second by Stephanie * Approved | | | | | | | Jennifer Steinert | | | Revised | | Fall 2025 |
| PRGM 1039 Object-Oriented Programming   * Team 3 Reviewed * Credit Hours, Course Description, and Outcomes/Competencies * This course is part of the new KBOR Systemwide Computer Science transfer program * Motion by Stephanie, second by Mary * Approved | | | | | | | Cristi Gale | | | Revised | | Fall 2025 |
| FDHR 1000 Introduction to HR Management   * Team 1 Reviewed * New Course * The FDHR courses presented are part of a new AA in Federal Human Resource Management program in conjunction with the Golden Key Group * Motion by Stephanie, second by Darren * Approved | | | | | | | Josh Winkler | | | New | | Fall 2025 |
| FDHR 1010 Talent Acquisition and Recruitment   * Team 1 Reviewed * New Course * Motion by Kurt, second by Mary * Approved | | | | | | | Josh Winkler | | | New | | Fall 2025 |
| FDHR 1011 Compensation and Benefits   * Team 1 Reviewed * New Course * Motion by Brian, second by Kurt * Approved | | | | | | | Josh Winkler | | | New | | Fall 2025 |
| FDHR 1012 Human Resource Law   * Team 1 Reviewed * New Course * Motion by Stephanie, second by Jim * Approved | | | | | | | Josh Winkler | | | New | | Fall 2025 |
| FDHR 1013 Employee and Labor Relations   * Team 1 Reviewed * New Course * Motion by Lee, second by Darren * Approved | | | | | | | Josh Winkler | | | New | | Fall 2025 |
| FDHR 1014 Training and Development   * Team 1 Reviewed * New Course * Motion by Stephanie, second by Stephanie * Approved | | | | | | | Josh Winkler | | | New | | Fall 2025 |
| FDHR 1200 HR Information Systems   * Team 2 Reviewed * New Course * Motion by Stephanie, second by Lee * Approved | | | | | | | Josh Winkler | | | New | | Fall 2025 |
| FDHR 1201 Performance Management   * Team 2 Reviewed * New Course * Motion by Lee, second by Jim * Approved | | | | | | | Josh Winkler | | | New | | Fall 2025 |
| FDHR 1202 Interpersonal Skills for HR   * Team 2 Reviewed * New Course * Motion by Stephanie, second by Kurt * Approved | | | | | | | Josh Winkler | | | New | | Fall 2025 |
| FDHR 1210 Effective Communication and Professional Development   * Team 2 Reviewed * New Course * Motion by Stephanie, second by Darren * Approved | | | | | | | Josh Winkler | | | New | | Fall 2025 |
| FDHR 1211 Ethics in the Federal Government   * Team 2 Reviewed * New Course * Motion by Kurt, second by Jim * Approved | | | | | | | Josh Winkler | | | New | | Fall 2025 |
| FDHR 1212 Position Classification and Position Management   * Team 3 Reviewed * New Course * Motion by Kurt, second by Jim * Approved | | | | | | | Josh Winkler | | | New | | Fall 2025 |
| FDHR 1214 HR Data Analytics   * Team 3 Reviewed * New Course * Motion by Kurt, second by Lee * Approved | | | | | | | Josh Winkler | | | New | | Fall 2025 |
| Syllabi Submitted to Inactivate | | | | | | | Reporter | | | Inactivate | | Effective Semester |
| n/a | | | | | | |  | | |  | |  |
| Other Items | | | | | | | Reporter | | |  | |  |
| 2025-2026 Meeting Schedule | | | | | | | Brian Howe | | |  | |  |

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.