CALL TO ORDER

The regular meeting of the **ASS Committee** was Called to order at 2:15 pm on March 3, 2014 at Triton College F214 by Julie Gilbert:

Present were:

Julie Gilbert, D. Lenier Anderson, Sandy Hughes, Kelsey Kleidon, Kent Randall, Beth Seuffert, Tracy Wright, Zach (Sujith) Zachariah and Marie-Ange Zicher

Approval of Minutes

The minutes of the previous February 3, 2014 meeting were unanimously approved as distributed.

Open Issues

1. Meeting dates: Julie listed the remaining spring semester meeting dates as March 31 (April’s meeting early) and May 5 in F214-d. Time at 2:15 to 3:15 pm

2. Amendment to ASSC By-Laws. Julie proposed an amendment to the (voting) membership in the committee by-laws. The committee discussed the changes and approved an amendment adding one adjunct and additional full time faculty (voting) members and updating the titles or descriptions of the committee members.

   The committee unanimously approved the following (voting) committee membership:

   Chair or Co-chairs: One of whom is a member of the Academic Senate
   5-10 full time faculty members selected from the following areas:
   - 2 representatives from School of Arts and Sciences
   - 2 representatives from School of Business and Technology and/or School of Health Careers and Public Service Programs.
   - 2 representatives (at large)
   - 1 counselor
   1adjunct faculty representative
   1 or 2 student representatives from Phi Theta Kappa and/or Scholars Program
   1 Administrative representative from School of Arts and Sciences
   1 Administrative representative from School of Business and Technology
   1 Administrative representative from School of Health Careers and Public Service Programs.

   Julie will present the proposed amendment to Academic Senate for approval.

4. Marie-Ange Zicher, as a member Strategic Plan Task Force 4A, 4B, & 5A, reported back to the committee that this Task Force is not pursuing any competency based initiatives. She volunteered to contact members of Task Force 5b & 5c regarding any of its initiatives in this area and ASSC’s interest in exploring a possible participatory role.

5. Julie contacted Dean Amanda Turner and Zach (Sujith) Zachariah regarding the next steps (i.e. procedural process, marketing) for the Prior Learning (Assessment) Policy (PLA), now that the CAEL webinar had been held. She offered ASSC’s participation. Zach reported to the committee the procedural steps and prior learning assessment documents or information that he and Amanda are creating with marketing. They suggested ASSC could discuss a role in working with marketing on the portfolio evaluation portion. Discussion ensued regarding PLA requirements involving proficiency tests versus portfolio evaluation, transferability of these credits to 4 year institutions, and other questions. Zach will report additional information back to the committee.

6. Continued discussion on other project ideas is deferred until the April (March 31) meeting due to time constraints.

Adjournment:
Meeting was adjourned at 3:30 p.m. by Julie Gilbert. Next meeting is scheduled for March 31, 2014 (April meeting early) in F214-d (Conference Room).

Minutes submitted by: Kent Randall
Proposed Amendment to Academic & Scholastic Standards Committee (ASSC) By-Laws

The committee unanimously approved an amendment adding one adjunct and additional full time faculty (voting) members and updating the titles or descriptions of the committee members as follows:

Chair or Co-chairs: One of whom is a member of the Academic Senate
5-10 full time faculty members selected from the following areas:
- 2 representatives from School of Arts and Sciences
- 2 representatives from School of Business and Technology and/or School of Health Careers and Public Service Programs.
- 2 representatives (at large)
- 1 counselor
1 adjunct faculty representative
1 or 2 student representatives from Phi Theta Kappa and/or Scholars Program
1 Administrative representative from School of Arts and Sciences
1 Administrative representative from School of Business and Technology
1 Administrative representative from School of Health Careers and Public Service Programs.

Current Membership per By-laws:

Membership:
The committee will consist of 10 – 16 members representing the following areas:
Chair:
Co-chairs: One of whom is a member of the Academic Senate
5 – 10 other faculty representatives selected from the following areas:
2 from School of Arts and Sciences
2 from Career Education
1 Counselor
1-2 Student representatives from Phi Theta Kappa and/or the Scholars’ Program

Administrative representative from School of Arts and Sciences
Administrative representative from Careers
Administrative representative from Health Careers and Public Service Programs
Student Development Committee (SDC)

March 10, 2014 Meeting Summary

- **Attendees:** Gregory Catena (GC), Kathy Cunningham (KC), Cheryl Davis (CD), Gail Krahnenbuhl (GK), Alpha McMath (AM), Carolyn Meanza (AM), Sabrina Misra (SM), Sylvia Sztark (SS), Larry McGhee (LM), and guest Kritika Pershad (KP)

- **Meeting Convened – 2:04pm**

- **Single Parent Sub-committee (SS, KC, GK, and CM) Report:** Members of the committee reported that the event was a “smashing success”, per the feedback comments of, both, the students and vendors. All the participating vendors, requested to be included in the event, should we have it again in the future. The consensus comments’ were that they got sufficient student interaction, at their respective tables. SS and KC, also, reported that they received many calls inquiring whether the resource information would still be available in the evening, when they were off work. GK suggested that the information could be packaged for handout to those who wanted/needed it. There was discussion about whether such event should be offered every semester. The sub-committee members, who did most of the work, suggested that it’s too much work, for every semester, and also, that such frequency would be “overkill”. So, we, tentatively, agreed to offer the event again in the spring semester; possibly in the evening hours. The sub-committee, would gather information to see if such evening event would be merited. They talked about how a number of students expressed interest in being part of a club on campus, which addresses single parent issues. Discussion ensued about the hurdles that must be navigated to begin a student club. LM stated that some students have complained to him that cumbersome policies, which include the necessity of having a club formed by the first week of classes; having officers to attend an interclub council meeting during prime class times; having to know what their semester agenda will be within the first three weeks of the semester, in order to qualify for funding as a student club; the prohibition of open regular meetings; and the necessity of having the club advisor present at every meeting, to avoid suspension of funding, are some of the things that act as discouragements to many students involvement with clubs.

- **Veterans Sub-committee (GC, AM, SM) Report:** GC reported that he and counselor, Nate Savage, visited COD’s new Veterans Center. They brought back several ideas, for Triton College to consider, that he outlined in a “Word” document (see attached copy), which included, among other things: establishing a space (large classroom size) which can be used a lounge/study area; develop a “one-stop” comprehensive resource and information webpage for our veterans; develop a mentorship program comprised of faculty, staff, and peer veterans volunteers; develop a Facebook page that could be maintained by a faculty
advisor or other staff, possible a part-time person to facilitate veterans affairs on campus. GC, also, reported that he and Nate have signed on as faculty advisors for a newly formed student veterans club, for which they have enlisted 12 vets as members. Discussion ensued about the goals of the Veterans initiative. There was consensus among the SDC that, just as Athletes and Scholars students have a lounge/center, we couldn’t think of a more deserving group, than our veterans, to merit a place where they can congregate. GC went on to report that he has been in contact with the Marketing Dept. about developing a webpage, and that he will have more detailed specifics about what we should include on the page, when we meet again on April 7th. GC further reported that a member of the Tac-Tic committee wants to collaborate with the SDC to possibly help us further our ultimate goal of acquiring a space for our Veterans. Discussion continued, with mention of, how having a “veteran friendly” campus can assist Triton College with attracting new students here; as there is an expectation of many more soldiers returning from Afghanistan in the near future. Because many veterans respond to word of mouth suggestions from their veteran comrades. LM suggested that the committee should survey their students, with a written poll, so that we can have some numbers to present to college officials to support our desire to establish a center for our vets.

- Meeting Adjourned – 2:59pm
Veterans Programs Suggestions

After researching numerous Veterans program at various institutions we have listed a series of suggestions and possible recommendations that we should enact at Triton.

1. Faculty member Gregory Catena and Counselor Nate Savage have signed on as the new faculty coordinators for a veterans club on campus. Over a dozen students have expresses an interest in the club and signed on for the initial implementation.

2. Veterans Lounge – most of the veterans we spoke to expressed an interest in a space of their own. We toured College of DuPage and viewed their Veterans Lounge. The space was no larger than a large classroom. Inside the lounge were 5 computer stations and a printer. A large flat screen television was mounted on the wall. Connected to the television was a DVD player. A video projector was mounted to the ceiling and a screen was against one wall. The projector could be used for presentations of playing movies for large groups. A staffer explained that at least once a month the veterans’ staff puts on presentations to highlight current events on campus, issues of importance to veterans as well as a place for guest speakers whose target audience is the veterans. The center is open daily from 8:00 am to 5:00 pm and is staffed by a student veteran worker. Food is periodically donated by local restaurants or other well-wishers who want to express their gratitude to veterans.

3. The schools we researched for this initiative also seem to have a more comprehensive and robust veteran’s web page. All of the information that a student veteran needs is in one place. Information includes the services on campus, links to the Veterans Administration, the State of Illinois and a variety of resources that veterans will find helpful.
4. Many of the schools including the College of DuPage have a dedicated team whose only job is supporting the veterans. COD currently has approximately 900 veteran students so after reviewing their numbers the administration decided to create the separate department instead of relying on other departments to service such a large demographic.

5. A mentorship program utilizing many of the staff and faculty members who are veterans. Since we have such a tremendous resource on campus who has expressed an interest to help, it seems the next logical step is enlist them to be a resource for our student veterans.

6. Many large and small companies across the country are strong supporters of military veterans. Donations to veterans clubs are common and some companies such as Wal-Mart/Sam’s Club and Costco has a history of donating. If the proposal of a veterans lounge is accepted, we could work on donations from companies such as these for furniture, desks, television and video, etc.

7. Peer mentoring program for veterans and by veterans have proven to be successful in other institutions. The student veterans already share a common bond and are willing to assist other veterans. Third and fourth semester students would be a tremendous asset to tutor or mentor newly enrolled students. Camaraderie in the military extremely important and does not diminish after their service is complete.

8. A Facebook page specifically for our student veterans. The page could be maintained by a faculty advisor or other faculty or staff member interested in helping. The power of Facebook as a social media bulletin board cannot be denied. Veterans from outside the college population could “like” our page and be included in the happenings on campus. It could serve two purposes; an information tool for the students as well as a marketing tool to reach potential students.
9. Veterans’ themed events are a staple of many other campuses. Although we have several throughout the year, we may need to market them more aggressively to keep awareness on the campus high. After the veterans club is in place, another suggestion is to have the club “sponsor” an event. Suggestions include concerts, a corn roast type of function, 5K Walk/Run or any other activity that would bring awareness to not only the club but Triton as well. We could approach businesses, political leaders and community groups to sponsor a veterans themed golf outing. The money raised could be used for scholarships for students in need at Triton.

10. Work on campus with the focus of being recognized as a Military Friendly school, Student Veterans of America, GIJobs Military Friendly school etc.
Because of the hiring committee, I will not be attending the meeting today. Here is my report:

Bill Nedrow completed a mock COMPASS writing test. TRiO mentors worked on the reading and math COMPASS test components, with help from Tina Swinarski on the math piece. The committee’s job is to review and finalize for the next meeting, which will take place at 3pm in the CTE on the first Monday in April.
Professional Development Committee Meeting
Wednesday, February 19, 2014 @ 3pm – F214

Attendees: Mary Bielski, Liz Brindise, Marilyn Craig, Roseanne Feltman, Annette Jajko, Mary Jeans, Peggy Murnaghan, Maureen Musker, Preet Saluja, Lucy Smith, Tina Swiniarski, Mary Ann Tobin. Guests: Kritika Pershad, Divya Sharma

Faculty Workshops: The committee generated a number of topics and approaches for the fall faculty workshop. All ideas are welcome. Jean Dugo volunteered to create a new feedback form for the fall faculty workshop.

SMARTteaching: discussion regarding optimal time and dates for the workshops were lively. Planning for next year will most likely occur this summer.

Faculty Awards: The committee created criteria for a life-time achievement award. We need to get those criteria on the PDC website and the CTE website among other places. Thanks goes out to the subcommittees for their work on selecting outstanding faculty of the year and outstanding adjunct faculty of the year. The winners are: JoBeth Halpin and Bill Griffin for full time faculty and Mary Romberger, Luke Sikora, and Mike Thiry for adjunct faculty. All will be honored at the April 15 board meeting at 6:30pm.

Next Meeting is Wednesday, March 26 at 3pm.
GREEN DRINKS
with Tom Stoner, author of Small Change, Big Gains: Reflections of an Energy Entrepreneur

Wednesday, April 2, 6:30-8:30 p.m.
Student Center, Room B-223

Please join us for a Green Drinks event where you will be able to share your ideas of sustainability and hear from our guest speaker, Tom Stoner. Mr. Stoner will deliver a talk entitled, “The Secret to Transforming the Business of Energy.”

He will address such questions as:
• Is the very nature of business in conflict with the environment?
• To address climate change, will the US have to incur a massive public bailout to transform our energy economy?
• What are the top three calls to action for environmentally conscious college graduates?

Mr. Stoner will make the argument that mitigating climate change is not only possible, but will actually result in a more prosperous pathway to a sustainable future. Thomas H. Stoner is a former CEO of two publicly traded energy companies and is the author of the newly published book, Small Change, Big Gains: Reflections of an Energy Entrepreneur. He is also the founder of Project Butterfly (www.projbutterfly.com), a research organization dedicated to finding business solutions to mitigating climate change.

There will be a cash bar for attendees age 21 and over.