CALL TO ORDER: Dr. Michael Flaherty called the meeting to order at 2:35 P.M.

Members Present: Kristine Anderson, Liz Brindise, Christina Brophy, Sue Campos, Mary Casey-Incardone, Kathi Deresinski, Marianna Desmond, Michael Flaherty, Rebecca Fournier, Bob Greenwald, Dubravka Juraga, Larry Manno, Seth McClennan, Mike McGuire, Jacqueline Mullany, Peggy Murnighan, Lisa Samra, Emily Reabe, Shelley Tiwari, Barbra Zak

Adjunct Representative:

College Council Functional Committee Additions:
Ex-Officio Members: Patricia Granados, Angela Latham, Doug Olson

Guests: Marge Stabile, Darrin Robards, Jonathan Paver, Antoinette Baldin, Virginia Cabasa Hess, Paul Jensen, John Lambrecht, Susan Collins, Lucy Smith, Debra Hagen Foley, Mary Rita Moore

APPROVAL OF MINUTES

Motion: ♦ Christine Brophy made a motion to accept the minutes of May 10, 2011, seconded by Katherine Deresinski ♦ Motion carried unanimously by voice vote.

COMMITTEE REPORTS

Dr. Flaherty welcomed all new members. He also mentioned that all of the sub chairs positions are filled.

A. College Curriculum: Sue Campos stated that the College Curriculum Meetings will be held on the 1st Thursday of each month at 2:30 p.m.

The Technical Review Sub-committees will consist of Career Technology, Arts & Science, Counselor and Agenda Planning.

- The first pilot group is scheduled to be trained in September for October meeting, with the approval at the November meeting.
- There will be a review of the AAS Degree. Some AAS are using non IAI General Education Courses.
- ICCB AAS -15 general education requirements will be revisited to see if the best choices are being made. Inactive courses need to be removed.
Academic Senate Report

- Cheryl Antonich: The Higher Learning Commission’s (HLC) federal definition is what makes a credit. We will have that on the books so when HLC comes to visit we are prepared.
- We want to service the students, so if it’s not feasible we will no longer offer it.

Someone inquired about the timeframe of the online courses. Sue Campos mentioned that it is listed in College News but not accurate in Trojans.

IAI courses were finally approved. There is also opening on the IAI Panel.

B. Academic & Scholastic Standards: Julie Gilbert referred to the committee minutes and stated that their first meeting was held on 9/12/11. She said that the committee is seeking new faculty members and online readiness for online courses experiences (collaborations with Academic Support). There is a need for online workshops. Larry Manno inquired about having a possible workshop on plagiarism. Dubravka Juraga stated that students can easily take a pre and post test upon completion after which they will receive an email containing their test scores. Julie Gilbert asked Dubravka Juraga to send her as Mary Ann Tobin the detailed information so that Dr. Flaherty can forward onto the Academic Senate Committee. Dr. Flaherty suggested that we all collectively collaborate so that the information can be included into the CTE newsletter.

C. Student Development: Mary Casey-Incardone reported that their first meeting will be on Monday, September 26, 2011. The finishing touches are still being made to the Faculty Handbook on Student Behavior and Disciplinary Procedures and upon completion will be submitted to the Student Council.

D. Academic Support: Bob Greenwald: meetings will occur on the 3rd Monday of each month at 2:00 p.m. at the CTE.

E. Marketing: Mark McGuire is interested in using a lot of the available resources that already exist. He will advise the committee when their 1st meeting will occur.

F. Quality of Life: Kathy Deresinski: meetings will be held on the 3rd Thursday of each month at 2:00 p.m. in E209. Membership was reviewed and it consists of 12 voting members. Kathy will discuss with Dr. Flaherty to ensure this aligns with the Senate bylaws. Also note that there are some new solar stop signs and that the lockers rooms have been completed in the Robert M. Collins Center.

G. Professional Development: Peggy Murnighan: the meeting was on September 7, 2011. They received 33 feedback forms from the Fall 2011 Faculty Workshop. Positive feedback mostly was received. There are currently no set meetings scheduled.

H. Assessment: Larry Manno stated that the department’s 1st meeting was on September 7, 2011 and will occur on the 1st Wednesday. Their short term goal is to revise the handbook by end of Spring 2012.
• **Short Term Goal of Assessment**
  - Assessment Handbook Revision
  - What is Assessment?
  - How it can be done?
  - Forms and Pear Model
  - Sample Assessments
  - Blackboard Shells
  - End of Spring 2012

• **Brown Bag Status**
  - Send surveys regarding “Brown Bags” by Wednesday, September 21, 2011 to Room E210. Computers will be available to use and emails will be sent out about upcoming surveys.
  - Finishing Outstanding Assessment & Starting Assessments

Dr. Flaherty mentioned that the Academic Senate’s Attendance Sheet is almost full. Rosa Parker will be working with Dr. Flaherty in updating the email distribution list.

**Learning Communities:** There currently is not a chairperson for this committee. Renee Wright resigned. Dr. Michael Flaherty did contact the committee, but has not heard back. It is not a subcommittee of the Senate, so the chair does not need to be a senator.

**Student Success Initiative:** Last May it was suggested there may be another committee to oversee these initiatives. Dr. Flaherty met with VP Olson, VP Latham and President Granados and the decision was made to not form a committee. People may bring ideas to the committees directly. The subcommittee chairs plan to meet some time this semester before mid-term.

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**ANNOUNCEMENTS**

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**NEW BUSINESS**

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Triton’s RALPH system is being replaced by ERP.

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**OLD BUSINESS**

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**ADJOURNMENT**

**Motion:** • *Christine Brophy* made a motion to adjourn, seconded by Kristine Anderson. • Motion carried unanimously by voice vote. Dr. Flaherty adjourned the meeting at 3:15 P.M.
Respectfully submitted: Rosa Parker, Secretary

Minutes Approved: Michael Flaherty, Senate Chairperson