

**CALL TO ORDER:** Dr. Michael Flaherty called the meeting to order at **2:35 p.m.**



**Members Present:** Michael Flaherty, Ruth Hallongren, Julianne Murphy, Justyna Koc, Mary Casey-Incardone, Beth Dunn, Mary Elkins, David Anderson, Rebecca Fournier, Jacqueline Mullany, Roseanne Feltman, Patricia Knol, Jennifer Giangreggo, Salvatore Siriano, Christopher Clem, Krysti Reece, Edward Konstanty

**Ex-Officio Members:** Susan Campos, Jodi Koslow Martin, Paul Jensen, Pamela Harmon, Jasmin Garcia, Derek Salinas-Lazarski

**Non-Voting Members:** Kurian Tharakunnel

**Guests:** Mary-Rita Moore, Brenda Jones Watkins, Purva Rushi, Shelley Tiwari, Tom Kanan, Sandra Berryhill, Geri Brewer, Jacqueline Lynch, Alexandria Terrazas, Hilary Meyer, Geoff Hiller, Lisa Amaya, Denise Jones, Dorota Krzykowska, Leslie Wester, Angela Staunton, Erica Baffa, Jennifer Davidson, Geoff Hiller, Kurian Tharakunnel

## APPROVAL OF MINUTES

Dr. Flaherty asked for a motion to approve the minutes of the **September 14, 2021**, Academic Senate Meeting. Mary Casey-Incardone made a motion to approve, seconded by Beth Dunn. Motion carried.

## COMMITTEE REPORTS

**A. College Curriculum:** Julianne Murphy stated that College Curriculum met on October 7. There were 12 major program revisions approved (all automotive). There were 6 courses from CIS deleted from curriculum. There was 1 minor course changed, pre-requisites removed (CIS 102).

*Dr. Flaherty asked for a motion to approve the College Curriculum report, seconded by Beth Dunn Motion carried.*

Julianne also shared other items updates:

- As of October, meeting we have 40 Outstanding Courses that have not been revised.
- Watermark Update: Catalog Update almost complete
- Working on Curriculum Management Module- Spring 2022
- New Course Outline-Spring 2022

**B. Academic & Scholastic Standards:** Roseanne Feltman shared that the committee met on October 6<sup>th</sup>. The committee worked on the Blackboard official shell: *Academic and Scholastic Committee Forum*. The committee discussed membership.

- Paul Jensen, as interim Dean of Arts & Sciences, joined that spot on the committee; and Associate Dean of Arts & Sciences Derek Salinas-Lazarski will temporarily stand in for

the retired Ric Segovia. We are waiting for more Deans to be hired before deciding “permanent” membership. Also, looking for someone from Records (non-voting member) and two Scholars students.

- Bylaws dictate that faculty must count for at least one over 50% of voting members.
- Three sets of minutes up for approval.
- November 3<sup>rd</sup> next meeting at 2 p.m.

**C. Student Development:** Mary Casey-Incardone stated that the committee met on October 1<sup>st</sup> and discussed:

- Results of CSSE survey presented: how are students feeling on campus vs. larger universities.
  - Self-reported utilization of services similar to both parties.
  - Focusing on making students feel welcomed, and safe on campus
  - Partnering with Pillar II-Strategic Plan
- November 1<sup>st</sup> next meeting at 1 p.m. via blackboard, please contact [marycasey@triton.edu](mailto:marycasey@triton.edu) for the link
- Working on committee bylaws and membership
- Will meet with students and “solidify intentional goals”

**D. Academic Support:** Christopher Clem stated the committee will meet on November 1<sup>st</sup> at 1p.m.

- Robust Blackboard Discussion
  - Request from CAAS: amendment to board policy 6080, to make syllabus policy for accommodations current
  - *Beth Dunn (who helped draft that amendment): “housing” for statements that go on the syllabus so they can be modified without going through the Senate.*

**E. Campus Quality:**

- No presentation from the chair
- Mullany will finish the semester as chair of this committee, but a new chair will be needed moving forward; Dr. Flaherty is looking for volunteers

**F. Professional Development:** Angela Staunton shared the committee met on September 23.

- Krysti Reece will co-chair.
- Reviewed survey results from full-time and adjunct faculty workshop 2021.
- VP Campos was invited to the committee meeting
- The committee’s priorities campus wide for Spring is our students mental health and anxiety
- Will meet this Thursday, October 21 at 2 p.m. via blackboard
- Committee will review forms for the Outstanding Faculty Award process, plans are to make the form digital

G. **Assessment:** Krysti Reece shared the committee met on September 23 and October 11.

- Watermark implementation for program mapping
- Launched Watermark to the Assessment Fellows (starting to input previous and current work for assessment plans).
- Working on file sharing capabilities and curriculum maps
- Small group attending the virtual IUPUI Assessment Institute on October 25<sup>th</sup>-28<sup>th</sup>
- Discussed library vacancy the committee voted one representative from that area to be adequate (librarian + counselor)

*Dr. Flaherty asked whether this would comply with the bylaws.*

*Mary Casey-Incardone clarified both are full time faculty members; so there should not be a problem if counselors or librarians are on any academic senate committee.*

*Dr. Flaherty shared they have one counselor and one librarian and combining them into one seat, losing one full time faculty member.*

H. **Online Education and Technology-** Justyna Koc shared that the committee met on October 6<sup>th</sup> at 2 p.m. via Blackboard Collaborate Ultra.

- Reviewing online training qualifications for faculty members and recommending waiver.
- Also, instructors completing online training at other institution they will most likely be equivalent to pedagogy training.
- New instructors should complete Blackboard learn modules.
- Anticipating funding for an accelerated online development project.
- Working on redefining on course modality definitions and updating the online course proposal and protocol forms.
- Department of Education issued new guidance on Distance Education and Academic Engagement. The committee will be researching the new guidance and decide if it will influence our existing online courses.
- Next meeting will be on Tuesday, November 3<sup>rd</sup> at 2 p.m.

## OPERATIONAL ASSEMBLY REPORT

Kurian Tharakunnel stated that Operation Assembly met on September 13<sup>th</sup>, and October 11<sup>th</sup> report for the following committees:

- **Academic Affairs:** Reported that business and accounting department had guest speaker Matthew Griffin of Combat Flip Flops addressing student's staff and faculty. Triton's first semester of H-1B grant consortium, 12 students were accepted with full tuition and fees awards.
- **Student Affairs:** Reported working on designing their assessment process and identified student learning outcomes such as financial literacy, inclusivity, leadership, navigating resources and relationship building.
- **Business and Facilities:** Reported still working on quotes for the artwork installation on J building. Continued work for the electric charging stations on campus.
- **Technology:** Reported a new email security system "Barracuda" will reduce spam and phishing email attempts. Direct deposit, reimbursement functions have been tested successfully.
- **Diversity: No report.**
- **Guided Pathways:** Reported continuing to work on all pillars. Smart catalogue webpage design is coming to a close. The sub group for Pillar III launched and held first meeting focusing on holistic student support. The steering committee preparing to meet with the equity coaches.
- **Human Resources:** Reported working on compliance with vaccine mandates. Faculty and staff encouraged to complete the mandatory Sexual harassment training.
- **Research and Institution:** Reported administering the student engagement survey. Encourage students to complete survey.

**Guest Speakers:** Dr. Purva Rushi, Dr. Jennifer Davidson, AVP Paul Jensen presented the following Strategic Goals:

**Strategic Planning** – Dr. Purva Rushi

- Beginning this past July, Triton College has embarked on achieving a three-goal Strategic Plan per campus input and HLC recommendations:
  1. Improving Teaching & Learning at Triton College
    - Dr. Jennifer Davidson
  2. Employee Engagement through a Diversity, Equitability & Inclusiveness (DEI) Lens
    - Dr. Purva Rushi
  3. Strengthening Community Relations
    - AVP Paul Jensen
- ***Dean Davidson presented for Goal 1:***
- Assure quality and innovation in teaching and learning to increase student recruitment, retention, and completion.
- ***Dr. Rushi presented Goal 2:***
- Cultivate a diverse, equitable, and inclusive work environment that fosters employee engagement to support students.
- ***AVP Paul Jensen presented Goal 3:***
- Strengthen the College's relationships with the community and prepare students to enter the local workforce.
- Celebration of the Arts to be held on campus in Spring
- Youth Leadership Conference- February 18, 2022

*Erica Baffa asked for clarification regarding Goal 2 not being tabled.*

*Dr. Rushi stated Goal 2 is not being tabled.*

*Dr. Flaherty shared that Erica Baffa is our non-voting member of the senate.*

## CCSSE Survey Results: Presented by Kurian Tharakunnel:

- Administered every 3 years since 2006
  - Last administered Spring 2021
- Gauges student engagement and learning, used as a tool for improvement
- Open to all students
- Only 200 students responded
- Five different benchmarks used:
  1. Active and Collaborative Learning
  2. Student Effort
  3. Academic Challenge
  4. Student-Faculty Interaction
  5. Support for Learners

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## **NEW BUSINESS**

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### **A. Announcements:**

Dr. Flaherty stated he has appointed Krysti Reece as the chair of the Professional Development Committee. Anyone interested in the Campus Quality Committee, please contact Dr. Flaherty.

Dr. Flaherty stated the Senate will continue to meet virtually. The next Senate meeting will be on Tuesday, November 9, 2021, at 2:30 p.m. via Blackboard Collaborate Ultra.

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## **ADJOURNMENT**

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*Motion to adjourn by Rebecca Fournier and seconded by Ed Konstanty. Motion Carried.*

Dr. Flaherty adjourned the meeting at **3:49 p.m.**

Respectfully submitted: Casandra Ramirez  
Casandra Ramirez

Minutes Approved: Dr. Michael Flaherty  
Dr. Michael Flaherty