

CALL TO ORDER: Ms. Beth A. Dunn called the meeting to order at **2:31 p.m.**



Members Present: Christopher Clem, Elizabeth Collins, Rob Connor, Tuan Dean, Beth Dunn, Rebecca Fournier, Joyce Fritz, Panos Hadjimitsos, Ruth Hallongren, Larry Manno, Dennis McNamara, Selma Mehmedagic, Julianne Murphy, Jacqueline Mullany, Salvatore Siriano

Ex-Officio Members: Jeanette Bartley, Susan Campos

Non-Voting Members: Kayla Gagliardi

Guests: Michael Crenshaw, Purva DeVol, Jean Dugo, Rachel Hindery, Lisa Huff, Jodi Koslow Martin, Brenda Jones Watkins, Justyna Kohtz, Shekinah Lawrence, Mel Loucks, Troy Moran, Cierra Morris, Mary-Rita Moore, Lena Musa, Xavier Skinner, Alexandria Terrazas, Shelley Tiwari, Kurian Tharakunnel, Leslie Wester, Stephanie Wright, Tracy Wright

APPROVAL OF MINUTES

Ms. Beth Dunn asked for a motion to approve the minutes of the **May 14, 2024**, Academic Senate Meeting, Mr. Rob Connor made a motion to approve, seconded by Ms. Joyce Fritz. Motion carried.

COMMITTEE REPORTS

A. College Curriculum: Dr. Julianne Murphy stated that the College Curriculum met on September 5th.

- **Course Deletion(s): (1)**
 - SPE 135 Stagecraft (the course has not run in ten years)
- **Course Update: (1)**
 - C217D-Update Program Description for Respiratory Care AAS

Ms. Beth Dunn asked for a motion to approve the College Curriculum report, a motion moved by Mr. Dennis McNamara and seconded by Ms. Rebecca Fournier. Motion carried.

Dr. Julianne also shared:

The dates and deadlines for the upcoming Curriculum Committee meetings:

- October meeting deadline- September 9. (if a minor update can be added, if not next deadline is October 7 for the November meeting).
- November 4th deadline for December meeting.

Courses not offered in the past five years need to be reviewed by department chairs and faculty to decide if they should be deleted or revised. For programs inactive for over five years, the department should work with the curriculum committee to start the withdrawal process.

Any revised or new course curriculum must include a rationale and supporting evidence on the designated form.

This year at Triton, the focus for General Education is on Critical Thinking.

Deans and department chairs need to review their department's curriculum to ensure that course sequences are logical and correctly ordered, and to make any necessary revisions.

B. Academic & Scholastic Standards:

Mr. Dennis McNamara the committee has not met yet this semester. The meeting will be on the first Thursday of every month virtually at 3 p.m.

Mr. Dennis McNamara mentioned that last year's forgiveness policy raised questions about its potential negative impact on financial aid awards. He hopes to get clarity from the Financial Aid office.

C. Student Development:

Ms. Leslie Wester reported that there is no update from the Student Development Committee and that Mary Casey will not be available until November.

Mr. Tuan Dean reported that they are collaborating with Student Life on an upcoming festival. He will be representing Mary Casey until her return. Dean highlighted plans for engaging students and faculty, including a karaoke event not yet approved by the committee, and additional activities for the fall and spring semesters. He emphasized the committee's commitment to supporting students.

D. Academic Support:

Mr. Christopher Clem announced that the committee has not met yet this semester. Meetings are scheduled for the third Thursday of each month from 1 p.m. to 2 p.m., with the next meeting on September 19th in E 141. There will also be a virtual option via Blackboard Collaborate, with a link to be shared. A key focus for this year is exploring how using the portal for attendance can enhance early alerts for student success.

Ms. Beth Dunn inquired if there would be an opportunity to provide feedback, as she has some thoughts related to the process.

Mr. Christopher Clem noted that faculty participating in the pilot are providing timely or live feedback about issues as they arise, allowing for immediate resolution if possible.

Please email Mr. Jason Lemberg at jasonleberg@triton.edu or Mr. Christopher Clem at christopherclem@triton.edu with any questions.

E. Campus Quality: Ms. Jacqueline Mullany shared the following:

Ms. Jacqueline Mullany mentioned that the committee is working on updating the membership details. The next meeting is scheduled for September 19th at 2:30 p.m., where they will review and vote on the updated recommendations. These recommendations will then be presented at the following senate meeting.

F. Professional Development: No Report.

Ms. Beth Dunn noted that there are currently no chairs for the Professional Development, Online Education and Technology, and Assessment Committees. She has contacted committee members to find someone to fill these roles.

G. Online Education and Technology- No Report.

Ms. Shelley Tiwari reported on behalf of Ms. Hilary Meyer that the **Operational Assembly** minutes are as follows:

The Operational Assembly met recently and shared several updates:

- **Academic Affairs:** Reported that two new FT faculty hires: Biology & English. Arts & Sciences is working on the development of and instituting a faculty-focused A&S newsletter. Professor Eugene Muhammad is working to start a departmental student organization: A.P.P.S.3 (Anthropology, Philosophy, Psychology, and Sociology Student Symposium). The math department is hosting a lecture on Ethnomathematics by Dr. Ximena Catepillan on September 18. The lecture is free and open to employees, students, and the public.
- **Student Affairs:** Reported that Campus Tours are scheduled throughout September along with an Admissions Information Session. High School/Middle School Group Visits. Transfer Center Kick-Off event on September 11. Transfer 101 workshops several dates throughout the semester. Registration Rally for Spring 2025 for prospective and current students for October and November. Spring 2025 New Student Orientation has been scheduled. TRIUMPH and SURGE are hosting a variety of workshops for September to help students with time management, study strategies/learning styles, goal setting, and resume building. CAAS will also be holding workshops on the first Wednesday of every month beginning October 2. The library is hosting Mango Language Lab every other Tuesday.
- **Business Services:** Reported that the 60th Anniversary Time Capsule project, which involves email blasts and social media promotion. Fall Family Fun Fest, is scheduled for September 28. Authentic Triton, and Athletic Updates: 60 employees have registered for the Authentic Triton event and expressed a desire to increase attendance. The Finance Department will also host an Authentic Triton event in December.
- **Human Resources:** Reported that an email was sent to full-time employees about Supplemental Life Insurance open enrollment and updating beneficiaries. Several New

Faculty hires. Working with Ms. Susan Rohde on the Sexual Harassment Training that will go out to employees soon. Authentic Triton for the P building departments (HR, Marketing, and Payroll) will be held on October 10.

- **Information Technology:** Reported that the requisition approval process went live on September 6. The cost center approval hierarchy will continue to be evaluated and tweaked as needed. Canon is on campus this week to complete installation work on the final couple of units. Colleague self-service working on the configuration of withdrawal before midterm screen for faculty.
- **DEI:** Reported that in conjunction with the Heritage Committee, several events will occur with the Cernan and the PDC. The Library will be hosting its Now Showing Series in September, featuring a film in honor of Hispanic Heritage Month.
- **Guided Pathways:** Reported that a visit from Ms. Carina Santoyo, Director of Admissions shared information on Admission's initiatives for this semester with Spotlight events.
- **Research:** Reported that SENSE Survey is in progress targeting new students and will be administered starting next week. Surveys will be administered in 44 course sections.

NEW BUSINESS

A. Announcements:

Ms. Beth Dunn stated that Mr. Humberto Espino shared that the Blackboard platform for the Academic Senate meetings is outdated. We will continue to use the Blackboard platform until the Spring Semester (December). Spring 2025 will begin using the new Blackboard Ultra platform. The link will be provided.

B. Assessment Update:

Dr. Purva DeVol provided a brief update, expressing her willingness to assist with assessment as needed. She is currently focused on collaborating with academic deans and associate deans. While the leadership is keen to appoint a chair for the Assessment Committee to enhance collaboration, the college will proceed with the planned assessment cycles for courses and programs. The search for a Director of Curriculum and Assessment is still ongoing.

Ms. Beth Dunn emphasized the importance of the Assessment Committee chair role, noting that faculty might feel intimidated due to the perceived workload from previous chairs, Ms. Lauren Kosrow and Ms. Kristy Reece. However, with the Director of Curriculum and Assessment now handling Watermark tasks and Dr. DeVol's experience with Assessment and HLC, the role should be more manageable. She encouraged anyone interested in any of the open committee chair positions to reach out to her.

Mr. Kurian Tharakunnel and Ms. Shelley Tiwari shared overview results of the CCSSE Data (Community College Survey of Student Engagement). All CCSSE reports are available on the Research page of the portal. Please navigate to Documents/CCSSE and SENSE/CCSSE.

Ms. Beth Dunn suggested that as you set goals for your committee this year, you should consider how you'll utilize the CCSSE survey data. She emphasized the importance of analyzing the survey results to make the data meaningful.

Mr. Crenshaw asked in the chat how the survey results will be used to concretely enhance student learning, support, academic challenge, and collaborative learning.

Please contact Mr. Kurian Tharakunnel or Ms. Shelley Tiwari with any questions.

ADJOURNMENT

Motion to adjourn by Mr. Dennis McNamara and by Ms. Rebecca Fournier. Motion Carried.

Ms. Beth Dunn adjourned the meeting at **3:31 p.m.**

Respectfully submitted: *Casandra Ramirez*
Casandra Ramirez

Minutes Approved: *Beth A. Dunn*
Beth A. Dunn