

ACADEMIC SENATE REPORT

December 9, 2025

Blackboard Ultra

I. CALL TO ORDER:

Ms. Beth Dunn called the meeting to order at 2:30 p.m.

II. Members Present:

Heather Amwoza, Mary Casey-Incardone, Christopher Clem, Elizabeth Collins, Beth Dunn, Rebecca Fournier, Roseanne Feltman, Gail Krahenbuhl, Mohsin Habeeb, Ruth Hallongren, Saadia Khan, Gail Krahenbuhl, Alec Lisec, Selma Mehmedagic, Julianne Murphy, Calvin Washington

Ex-Officio Members: Susan Campos, Jeanette Bartley, Paul Jensen, Joe Klinger

Non-Voting Members: Jason Lemberg, Hilary Meyer

Guests: Tatiana Castaneda, Purva DeVol, Lisa Huff, Denise Jones, Brenda Jones-Watkins, Justyna Kohtz, Shekinah Lawrence, Brandon Marks, Mary-Rita Moore, Ivette Perez, Ty Perkins, Mel Seaton, Kurian Tharakunnel, Shelley Tiwari, Michael Thunberg, Nicole Zumpano

III. APPROVAL OF MINUTES:

Ms. Beth Dunn asked for a motion to approve the minutes of the **November 11, 2025**, Academic Senate meeting. Ms. Rebecca Fournier made a motion to approve, seconded by Mr. Mohsin Habeeb. Motion carried.

IV. COMMITTEE REPORTS:

A. College Curriculum:

Dr. Julianne Murphy shared the following:

The Curriculum Committee met on December 4.

Program Withdrawals

Dr. Murphy reported that the Curriculum Committee and its study subcommittee along with representatives from the Business Office, Deans, and department chairs reviewed several programs previously inactivated. Since none have active students, the committee agreed to formally withdraw them pending **ICCB approval**.

Programs Recommended for Withdrawal:

- Floral Design Certificate
- Sustainable Agroecology Certificate
- Landscape Design Certificate
- Sustainable Landscape Practice Degree
- Sustainable Landscape Practice Certificate
- Bread Baking Certificate
- Cake Decoration Certificate
- Architecture A.A.

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- Mobile Web and Data Science Application (including all associated concentrations)

Revised Curriculum:

- Ophthalmic Technician AAS
 - Updated program learning outcomes

Revised Courses:

- **SPT 150**
 - Updated course learning outcomes
- **NAS 100**
 - Lab revised to 3 credit hours
 - Clinical Lab revised to 1 credit hour
 - Total remains 6 credit hours including lecture
- **VIC 282 – Portfolio**
 - Added corequisites in addition to prerequisites
 - Updated General Education outcomes
- **VIC 283 – Portfolio for Photography**
 - Added corequisites in addition to prerequisites
 - Updated General Education outcomes

Ms. Beth Dunn asked for a motion to approve the College Curriculum report, Ms. Saadia Khan made a motion to approve curriculum and seconded by Mr. Calvin Washington. Motion carried.

B. Academic & Scholastic Standards-

Ms. Roseanne Feltman shared the committee met on November 25 via Blackboard.

- The committee discussed details of the forgiveness policy. Members agreed to move forward if the line allowing forgiveness for courses not applicable to a student's current program is removed. With that line included, further discussion would be needed.
- The committee agreed that inactive courses should be eligible for forgiveness, while active courses should require students to use the course retake policy to improve GPA.
- Ms. Roseanne Feltman raised a proposal (previously mentioned at Senate) to create a Senate committee focused on high school partnerships, allowing for more formal faculty involvement. While acknowledging the strong work of the Early College department, she emphasized the desire for faculty to have an official role.
- The committee discussed voting membership, including a request from Denise Jones to become a voting member. Since Ms. Dorota already represents advising, the idea of sharing a voting seat based on attendance was considered.

Ms. Dunn requested that the finalized forgiveness policy be sent to her about two weeks before the next Senate meeting so she can distribute it in advance. She noted that the next Senate meeting is on February 10, with the goal of having the policy ready for a vote at that meeting.

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C. Student Development- Ms. Mary Casey-Incardone shared the following:
The Student Development Committee met twice, November 14 and December 5.
Welcomed new committee members.

Event Updates:

- **Trivia Contest (Cafeteria):**
 - Well attended; appreciation expressed to all participants.
- **Luncheon Conversation (November):**
 - Strong participation from students, faculty, and administrators.
 - Featured conversation starter cards and open discussion.
 - Received overwhelmingly positive feedback.

Plans for Next Semester:

- Repeating both the **Trivia Contest** and **Luncheon Conversation** based on success and feedback.
- Exploring additional outreach opportunities to strengthen student–faculty engagement outside the classroom.

Upcoming Events (Dates TBD):

- Blood Drive
- Luncheon Conversation
- Trivia Contest
- Additional student–faculty engagement activities to be announced

Collaboration:

- Ongoing coordination with Ms. Rebecca Fournier and the AI Committee on forthcoming events; announcements to be made by that committee.

D. Academic Support- Mr. Christopher Clem reported that the committee met on Friday, December 5: focused on revisiting prior topics.

Library Course Reserves Update:

- Faculty have begun responding to the request for submitting textbook information to **librarians@triton.edu**.
- Departments recognized for participation:
 - Mathematics
 - Architecture
 - HIA
 - Ophthalmic Tech
 - Health
 - Sport & Exercise Science

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- Nurse Assistance
- Faculty who has not submitted course/textbook information are encouraged to provide course codes and ISBNs—or OER materials regardless of whether they believe items are already on reserve. Suggested and recommended titles are welcome as well.

Pilot Program Participation:

- Five faculty members have volunteered for the pilot requiring:
 - Attendance entry through Self Service
 - Weekly grade entry in Blackboard Gradebook
- Additional volunteers are requested; faculty should contact Mr. Jason Lemberg.
- Support referral link is moving from Blackboard to Self Service in the portal.
- Faculty unsure about which category to select should email: studentassistance@triton.edu or Mr. Jason Lemberg.

Library Finals Week De-Stressing Activities:

- Wednesday and Thursday, 10 a.m. – 5 p.m.
- Activities include Hallmark holiday movies, snacks, and hot cocoa.
- Faculty encouraged to share with students and participate if desired.

E. **Campus Quality**- Mr. Alec Lisec reported that the committee met on November 19 with a quorum of 13 members present.

Initiatives and Updates:

- **Battery Recycling Program:** Collection box in J-Building, Room J256; departments are encouraged to create their own; library box under consideration.
- **Environmental Event:** Illinois Environmental Discussion hosted by Environmental Club on November 20.
- **Paddling Program:** Seeking faculty/staff volunteers as certified chaperones: 1–5-day training tentatively in April; equipment provided.
- **Litter Cleanup:** Tentative partnership with Forest Preserve.
- **Sustainability Conference:** Tentative date April 11; volunteers and ideas requested.
- **Tree Planting Ceremony:** Successfully completed with horticulture collaboration.

Ongoing Committee Discussions:

- **Committee Meeting Minutes:** Considering public access due to Triton being a public institution.
- **Facilities Issues:**
 - Suite, G, 2nd floor heating issue resolved; previous air quality issue resolved.
 - Bathrooms (G, F, and E buildings) odor persists; exhaust fans working.
 - Classroom safety: Lack of emergency call buttons: under review.
 - Classroom outlets: Charging concerns and safety hazards; under discussion.
 - Triton Directory errors being addressed.
- **Accessibility & Signage:** Exploring bilingual signage digitally via QR codes or interactive campus map.

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- **Community Feedback:** Considering multiple submission options (office suggestion box, library box, digital portal card).

F. Professional Development- Ms. Gail Krahnenbuhl shared the committee met on November 20.

Outstanding Faculty Nominations:

- Nominations have been sent out again; deadline December 12.
- Notice will be sent to nominees to allow preparation over break.

Faculty In-Service:

- Discussion topics are being sent to presenters this week for preparation over break.

Adjunct Faculty Workshop:

- Pivoting plans to work with VP Jodi Koslow Martin for a presentation aligned with adjunct faculty feedback.
- **Logistical Issues:**
 - Some recurring logistical concerns around faculty workshops need to be resolved with administration.
- **Sustainability Concerns:**
 - Creating separate workshops for adjunct and full-time faculty is becoming unsustainable.
 - Possible solutions may involve collaboration with the union and administration.
 - Workshop topics are finalized and promising, but some ongoing logistical and structural issues need to be addressed.

G. Assessment-

Ms. Beth Dunn reported on behalf of Mr. Larry Manno the following:

The committee met on November 20.

- **Key Updates:**
 - Reviewed status of ongoing assessment; no new updates to repeat from last November Senate meeting.
 - Began preparations for Assessment Day 2026, with initial ideas for topics being discussed.
 - Mr. Larry Manno is stepping down as chair of the Assessment Committee.
 - Urgent need for a new Assessment Committee Chair to maintain momentum.
 - Ms. Dunn is actively recruiting candidates and is willing to support the new chair fully.
 - If no replacement is found, Ms. Dunn will serve as chair herself in addition to her Senate duties.

H. Online Education and Technology- Ms. Saadia Khan shared that the committee meeting was brief; quorum not met.

- Teaching and Learning Presentations:

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Presenters: Ms. Gretchen Reyes, Ms. Beth Cliffel, and Mr. Joe Beuchel

Planning for Teaching and Learning Day for full-time, part-time and adjunct faculty.

Discussed logistics and support needed for presentations.

- **Online and Hybrid Form Updates:**

- Procedures clarified:
- Proposal submitted to OETC Committee.
- Committee reviews and provides input.
- Proposal goes to Senate for vote.
- Final submission to administration.

I. AI Education and Policy Committee: Ms. Rebecca Fournier shared the following:

That the AI EPIC Committee met last month and is actively working on several initiatives. The committee is exploring campus-wide AI licensing options, including platforms like ChatGPT and Gemini 3, and is researching certification opportunities. They are contributing to the development of a campus AI lab with strong data security measures, presenting to the Business Advisory Council, and participating in webinars and courses on AI ethics, learning, and neurodiversity.

In curriculum updates, Mr. Jim Ellison is teaching a psychology course on how AI reshapes concepts of humanity, which is fully transferable. The Business Department is exploring new certificate programs with AI components in areas like social media and manufacturing technology. The committee is also assembling an AI toolkit and identifying recommended platforms for students, including collaboration with the Cass Center.

Planning is underway for a Student Summit on Technology and Innovation on April 14, featuring transfer institutions, career resources, AI-focused department tables, and industry participation from Google and Microsoft, along with entertainment and prizes. The AI Ambassador Program is progressing, with faculty modules, videos, multiple-choice assessments, and badges leading to certification as official AI ambassadors.

Finally, the committee is considering long-term campus branding related to AI initiatives, aiming to clearly communicate the school's stance and priorities in a concise way. Updates on several initiatives will be shared in the February meeting.

V. Operational Assembly: Ms. Hilary Meyer shared the following:

The OA "Top Five" updates for Senate and encouraged members to read the full minutes, noting her intent to vary highlights between Senate and College Council.

- Beginning Spring 2026, student photo IDs will be implemented, allowing student photos to appear on course rosters to support belongingness and help faculty and staff connect names with faces.
- The T Building will receive new hallway and entryway flooring over the break, to be completed before January classes begin.

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- Loanable technology is being integrated into the Troy Care Collective (basic needs support programs). The laptop loan program, now called Troy Tech, will continue through the library to better serve students with the greatest need.
- Holiday rush registration is underway this week, with walk-in assistance available; faculty and staff are encouraged to remind students to register.
- Ms. Meyer addressed concerns about the use of Otter note-taking software, noting that it can automatically send meeting summaries to attendees. She asked users to adjust their settings to avoid spamming colleagues and suggested contacting the Help Desk for assistance if needed.

Ms. Krahnenbuhl asked if student photos will be available in Blackboard, noting that it would be “amazing” if so.

*Ms. Meyer confirmed that the goal is to have student photos imported into class rosters and noted that the **initial** request was also to have them in Blackboard. She asked Mr. Jason Lemberg to clarify further.*

Mr. Jason Lemberg confirmed that student photos will definitely appear in Self Service rosters, but their inclusion in Blackboard is still pending and requires further discussion with Mr. Humberto Espino.

VI. NEW BUSINESS

Ms. Dunn reminded Senate that she is seeking a new Chair of Assessment and encouraged interested individuals to reach out.

She presented data collected from departments regarding the new policy to cancel classes that do not meet the 55% capacity threshold.

- a. Business and Accounting departments provided polished data showing enrollment changes between August 5 and August 21 for Fall 2024 and Fall 2025.
- b. The data showed substantial enrollment increases right before classes start, indicating that early cancellation decisions might not reflect actual enrollment.
- c. Math department data, while less polished, showed a similar trend of last-minute enrollment jumps.

She highlighted a break-even analysis:

- d. Adjunct instructors break even at 8 students per three-credit class.
- e. Full-time instructors break even at 10 students, while the 55% capacity threshold could require 12–13 students.

She invited other members to share data or observations from their departments regarding the policy.

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Dr. Elizabeth Collins shared that she had spoken with the Chairs of Social Science and Behavioral Science regarding the class cancellation policy. Departments were concerned about canceling courses that historically fill, since many students register late. She praised the Business Department's data approach and suggested that similar data be collected college-wide to inform decision-making. Collins highlighted concerns that canceling courses may negatively impact students' ability to graduate, their persistence, and enrollment in other courses. She questioned whether students from canceled sections are truly absorbed into other sections and if they are following guided pathways. She also noted challenges with last-minute enrollment adjustments due to course caps and scheduling limitations, often leaving students turned away. Collins emphasized that it is Senate's role in shared governance to assess how the policy affects departments and, most importantly, students. She recommended that Senators discuss these issues with their departments and suggested that Senate provide guidance or a template to collect data across the college similar to what the Business Department had done.

AVP Paul Jensen explained that the current class cancellation process was developed over several weeks to balance timely decisions with giving students a reasonable chance to enroll in other sections. He noted that in the Business Department example, enrollment increases occurred because other departments canceled classes, so students needed to move into the available business courses. Jensen also emphasized that the break-even numbers do not reflect the true cost of college programs, as many students in low-cost Arts and Sciences courses are also taking higher-cost courses in other programs. He acknowledged the concerns raised but stressed that the issue is more nuanced than a single spreadsheet can capture.

A. Announcements:

ADJOURNMENT

Motion adjourned by Selma Mehmedagic and seconded by Ms. Gail Krahnenbuhl. Motion carried. Ms. Beth Dunn adjourned the meeting at 3:38 p.m.

Respectfully submitted by:

Cassandra Ramirez

Cassandra Ramirez

Beth Dunn

Minutes approved:

Beth A. Dunn