

Hot Topics

- Dr. Michael Flaherty provided follow-up on last month's hot topic regarding student placement in incorrect courses. He indicated that Kevin Kennedy's team conducted some tests to determine the cause and confirmed that these errors were occurring because employees were manually overriding system settings. The justifications behind overriding system settings requires additional conversation within Mr. Kennedy and Dr. Quincy Martin's divisions.

Operational Assembly

- Dr. Quincy Martin, Chairperson of the Operational Assembly, announced that the first meeting of the academic year focused on discussing Operational Assembly structure, expectations and goals, as well as the HLC Assurance Argument. The October meeting will focus on finalizing goals, Title IX, and looking at an institution-wide email policy.

Academic Senate

- Dr. Michael Flaherty, Chairperson of the Academic Senate, informed the Council of highlights from the first Senate meeting of the academic year. The College Curriculum Committee announced that the Smart Catalog Curriculum Online System is being purchased and will be used for all forms. The Academic Support Committee went through the Retention Alert plan that triggers recommendations for one-on-one tutoring for certain students. The Quality of Life Committee discussed an institution-wide email policy. Also, the Technical and Distance Education Committee reported that there will be 12 new smart classrooms on campus.

Old Business

- **Communication Goal Update** –Dr. Deborah Baness-King distributed a flyer with information on “Coffee & Conversation” – a series of scheduled times for members of the campus community to come together and discuss the institution's strengths and challenges in an effort to prepare for the HLC Assurance Argument. Dr. Baness-King reminded all Council members to encourage their staff and coworkers to attend these sessions.
- **Shared Governance Goal Update**–Kay Frey informed the Council that the work group in charge of this goal had met and made some revisions to the shared governance purpose statement and are also exploring some changes to membership. The group hopes to have some recommendations to provide to the Council during the November meeting.
- **HLC Assurance Argument –Criterion 3 & 4** – Pamela Perry asked the Council for feedback on outlines she provided for Criterion 3 & 4 of the HLC Assurance Argument. Council members discussed strengths and challenges related to the institution's work on teaching and learning including the integration of student learning outcomes through student affairs, new innovative ways of incorporating computer use in the classrooms, improvements to the college's dual credit offerings and instruction, as well as the SEM Committee's work on retention. Also, the group discussed the institutions attitude and comfort in relation to discussing and accurately articulating assessment.

New Business

- **FY 18 Budget Timeline** – Garrick Abezetian and Mary-Rita Moore discussed the start of the FY 18 budget process, following the Board of Trustees' approval of the FY 17 budget at the September 27, 2016 Board Meeting. Ms. Moore explained the budget process was starting earlier based on last year's assessment and to allow for adequate time for planning and budget presentations. Mr. Abezetian did acknowledge that the institution is still dealing with the state of Illinois budget crisis and that state funding for FY 18 has yet to be determined.

Other

- **New Adjunct Representative** – Mary-Rita Moore welcomed adjunct faculty, Elizabeth Quan Kiu Vazquez to the College Council.