

Call to Order

Ms. Moore called College Council to session at 2:10 pm

Attendees

Council Members Present: Mary-Rita Moore, Elizabeth Quan Kiu Vazquez, Humberto Espino, Michael Flaherty, Chuck Bohleke, Kevin Kennedy, Maria Correa, Sam Tolia, Theodore Oronsaye Jr., Hector Zavala, Pamela Perry, Dr. Debbie Baness-King, Thomas Olson, Laura Arce

Absent: Kay Frey

Other Present: Susan Quinn, Virginia Cabasa-Hess, Joe Klinger, Brenda Jones Watkins, Corey Williams, Hilary Meyer, Kurian Tharakunnel, Garrick Abezetian, Marilyn Moore, and Monica Lopez

Approval of the minutes:

A motion to approve October 24, 2016 minutes by Dr. Flaherty and was seconded by Mr. Kennedy. Hector Zavala asked for clarity on page 2 of the minutes in regard to trainings for Title IX and the role of the counselor. There was no request to make corrections in the minutes. Minutes were approved unanimously by voice vote.

Hot Topics:

Dr. Flaherty mentioned that the computer servers have been running slowly, particularly for off campus website access. He noticed it before last meeting in October, but have received complaints from faculty and staff since. He indicated that the WIFI, when accessed on his phone and tablet, is much faster than the desktop. Humberto Espino stated that the issue will be submitted to the IT department and an update will be provided at the next meeting.

Operational Assembly

Dr. Martin indicated that the Operational Assembly met again since the last College Council meeting in which they worked on revising goals and their purpose statement in order to better align with College Council goals. For the next College Council meeting, a finalized version will be available. Dr. Kurian Tharakunnel presented on the findings and outcome of the alumni and graduate surveys. Dr. Flaherty asked about the small samplings and the plan to increase the survey responses. Kurian expressed that with an online survey, it will be really hard to increase the response rate. He further noted that the information will be important for the community and important for the college that we are persistent in obtaining this information. It gives us opportunity to reflect and refine our strategies for completion and retention through knowing how our students transition. The information is beneficial not only for the Council, but also for the departments represented in order to plan for the future.

Academic Senate

Dr. Flaherty shared that in the Academic & Scholastic Standards committee meeting in November they discussed the high- withdraw- rate. It was pointed out that there is a culture here at Triton, where faculty are more willing to withdraw a student that is failing a class, rather than giving a D or F grade. He also expressed that the committee is working on setting a fall final exam schedule. The Student Development committee is putting together a survey for feedback on the HLC Assurance Argument. The

Academic Support committee discussed the lack of tutors due to a lengthy process of training and they are looking into speeding up that process. The Summer Bridge Jumpstart program is being replaced with a summer mentor program and daytime college readiness courses for summer will include peer mentors in the classrooms, with a goal of having peer mentors in all college readiness courses. The TADEC is continuing work on an in-house training for online teaching and course development. It has been difficult to convince adjuncts to do the training in order to teach online with the current requirements in place. The rule is, the adjunct has to be in the union 3 years to receive ION training and new adjuncts have to get the training done at their own expense. During the Senate announcements, the availability of the new placement test beginning November 21 was noted and Zach will speak more in detail at the December meeting. Pamela commented that the Student Development committee held their session to gather feedback for the Assurance Argument last week. They delivered the comments back with feedback also from our students, providing more student feedback than before. The committee's support was greatly appreciated.

Old Business

COMMUNICATION GOAL UPDATE

Dr. Baness-King shared information related to the communication goal for the Council. There have been 17 Coffee and Conversation sessions held with consistent turn out. The last one is scheduled for November 22 and there are plans to work with the Classified Association to arrange a meeting for this purpose. A Blackboard shell will be uploaded with information from College Council as a means for facilitating communication. Dr. Martin inquired why they were using the Blackboard platform, and it was explained that students and staff were more comfortable with this platform and had more access to Blackboard, and also that Blackboard can be used to spark dialogue.

SHARED GOVERNANCE GOAL UPDATE

Pamela Perry presented the College Council with recommendations that were suggested by the subgroup/committee for shared governance. The first recommendation was to revise the purpose statement by incorporating student success and simplifying the verbiage in the purpose statement. The more simplified version will allow the Council to be more flexible with the goals, giving the Council a broader responsibility and options in the future. For example, the Council will have more flexibility in determining if the Council should be the steering committee for the accreditation visit in 2022. Ms. Moore suggested that the Council members share the revisions with their respective employee groups and students for feedback on these changes and forward feedback on the College Council listserv, which will provide input & time for review and consideration of the recommendations by the President.

The second recommendation was to consider an elected membership for the employee group representatives to the Council. Also, limit on term of service for balance and consistency was included. The terms will be 3 years and no more than 2 terms to be served in succession by one individual. It was further proposed to incentivize Council membership of employee group representatives through various options which may include lunch at Café 64, a \$50 amazon gift card, or designated parking spot for the semester during term of service. Dr. Flaherty stated that incentivizing may change the purpose of what the Council is, which makes him uncomfortable. Only employee group-representatives would be impacted and not all Council members. Maria also expressed that she was uncomfortable with incentives and explained that a number of people were interested in being a part of the Council. Electing

members may increase interest in joining the Council. Ms. Moore asked how this would work for selection of the hourly representative and Tom explained the Council would have to decide and be clear about the preference or alternative in that regard. Ms. Moore expressed her disinterest in incentivizing membership and suggested that the committee clearly delineate the ex officio members in recommendation 3 and also include students. In addition, it was suggested that a discussion be held about when the members should be included in the proposed process and how that should occur. Dr. Flaherty suggested the appointed term count in the 3 years. Those clarifications will be needed in order to move the recommendations forward. The HLC had asked that Union leadership step down from Academic Senate, therefore Council members will need to decide if this same rule will apply to the College Council. An audience member asked for clarity on the term-of-service for students, in which it was explained by Ms. Moore that the students serve a one-year term, and the representative is the elected TCSA President.

In recommendation 3, another suggested revision was to add a representative for student success to the Council, to support the incorporation of student success in the mission statement that was proposed in recommendation 1. It is proposed that this be an ex officio position and more specifically the Director of Data Analytics for Student Success that is currently held by Shelley Tiwari. This position will serve very similar to the position held by the Director of Planning and Accreditation and be a resource and bring information forward to Council about student success initiatives.

It was suggested that the proposed incentivized membership in recommendation 2 be removed from the shared governance recommendations in future drafting. Ms. Perry will take the feedback received and discussed today back to the shared governance subgroup/committee.

FY18 BUDGET PROCESS

AVP Garrick Abezetian presented an update to the Council regarding the comparative budget process. Presentations for proposed budgets were completed a week ago with the Executive Team. -As the November election has past, the Executive Team is fully aware that the lack of clarity, in terms of funding, is a factor to consider in this budgeting process. He shared that they are currently compiling a complete review of the budget presentations. The Executive Team will review and respond in January. Ms. Moore shared that there was about 15 hours of presentations with a lot of input from a number of key players including cost center managers, budget managers, mid-managers, and Deans. She appreciated that the presentations were thoughtful, comprehensive, and considerate of current opportunities and challenges. The executive leadership has a number of things to consider in their review of the budget presentations.

ASSURANCE ARGUMENT UPDATE

Pamela Perry presented the feedback received from the college community to-date and what they are doing with the information as the development of the Assurance Argument moves forward. The information in the presentation is updated as of November 3rd and there is more information that has yet to be compiled. There are 53 pages of material and 860 distinct comments on the Assurance Argument. One final College Hour on the topic is scheduled this month and written input continues to be collected. There was a need to organize the collected information in a systematic way. Therefore, a

research methodology - *Topic Modeling* – is being used to sort comments by criteria of which they apply and for identifying the topics to clarify what issues are of more concern. Information will continue to be collected through December 16 and documents will be available for transparency to participants on how their input was used. Ms. Moore added that Pamela shared with the Board of Trustees the progress and process at their November Meeting.

New Business

None

Other

None

Next Meeting

December 12, 2016 at 2pm B204/210

Adjournment

Ms. Moore adjourned College Council at 3:37p.m.