

### CALL TO ORDER

Ms. Moore called College Council to session at 2:06 p.m.

### ATTENDEES

**Council Members Present:** Mary-Rita Moore, Debbie Baness King, Chuck Bohleke, Humberto Espino, Michael Flaherty, Kay Frey, Kevin Kennedy, Quincy Martin, Tom Olson, Pamela Perry, Sam Tolia, Elizabeth Quan Kiu Vazquez.

**Absent:** Laura Arce, Maria Correa, Theo Oronsaye, Hector Zavala.

**Others Present:** Virginia Cabasa-Hess, Jean Dugo, Sara Gallagher, Audrey Jonas, Jackie Lynch, Shelley Tiwari, Amanda Turner, Corey Williams.

President Moore acknowledged the passing of faculty member Chef Jerome Drosos.

### APPROVAL OF MINUTES

Dr. Flaherty made a motion to approve the minutes of the November 21, 2016 College Council meeting, seconded by Mr. Olson. The motion carried unanimously by voice vote.

### HOT TOPICS

Mr. Espino reported that he has followed up with AVP of Information Systems Mike Garrity regarding computer servers running slowly. Activity is currently being monitored, and there are plans to increase bandwidth on the network; Mr. Espino will bring details back to Council after the monitoring. Dr. Flaherty commented that he followed up with some colleagues on the issue and learned that slow computers are a common problem that definitely effects their work.

Dr. Bohleke reported that in response to a student questioning the charging of lab fees for online courses, he will bring this issue to Business Services for exploration.

### OPERATIONAL ASSEMBLY

Dr. Martin informed Council that Operational Assembly continues to discuss its purpose statement and goals; he plans to bring an update to the next Council meeting. The Assembly also received presentations about Multiple Measures and the FY 16 Graduate Success Report, and have begun preliminary work on the campus-wide email recommendation.

### ACADEMIC SENATE

Dr. Flaherty indicated the Senate meets tomorrow. One item on the agenda is a recommendation from the TADEC committee that Triton develop its own ION training for online instructors.

## OLD BUSINESS

### SHARED GOVERNANCE SUBGROUP RECOMMENDATION

Ms. Perry reported that the subgroup met to discuss feedback from Council. Recommendations 1 and 3 remain the same, and she is now bringing clarification to recommendation 2. She explained that the incentive piece was removed, and detail was added with the document Council received that outlines the Council's purpose and membership. There was a great deal of discussion on the faculty positions as it relates to representatives from Arts & Sciences and Careers, and how the Academic Senate Chair affects that balance. President Moore commented that she also needs to analyze the membership chart to see if any representative terms need tweaking. It was decided that recommendation 2 will be brought back at a later time.

Dr. Martin made a motion, seconded by Mr. Tolia, to approve Recommendation 1) Revision of Purpose Statement, and Recommendation 3) Add a Student Success Representative to Council. The motion carried unanimously by voice vote.

The new College Council Purpose Statement is:

*The College Council is an advisory body to the President that provides multiple viewpoints on college-wide initiatives, including strategic planning, accreditation, and student success. As the College's central shared governance committee, Council members facilitate communication on institutional matters across its represented employee groups.*

### COMMUNICATION SUBGROUP BLACKBOARD PRESENTATION

Mr. Kennedy reported that the Communication Subgroup had been charged with finding a vehicle for improving communication, and targeted in on Blackboard, an existing tool at Triton. He then provided a demonstration of Blackboard as follows. A community has been created for College Council and includes a link to the main College Council webpage to view agendas and minutes, a welcome, announcements, discussions, calendar, materials that need to be reviewed, meeting packets, and there is room for pictures. Subcommittees could also use this. The subgroup is recommending that College Council try using Blackboard for a semester. If Council likes it, it would continue to be used and recommended out to other groups.

Council members discussed the pros and cons of using Blackboard. Mr. Espino commented that the infrastructure is already there and most faculty already use it. He also stated that the discussion boards might provide more interaction. Dr. Bohleke added that academic administrators also use it and it is a way of getting things out and compiling information. Some other groups on campus do not use Blackboard and it was questioned whether we would be reaching less people. Ms. Perry felt that Blackboard could be the solution to sharing between committees, and it provides transparency. Dr. King stated that Blackboard is a tool and only as good as what people will do to utilize it. It was clarified that this recommendation is for

Blackboard to be used as an internal tool for communication within Council, not to the entire college community. Dr. Martin commented that Blackboard could provide a central place to keep information together and organized.

College Council agreed to pilot the use of Blackboard for the Spring 2017 semester. Ms. Perry will arrange for a training session for Council members.

**NEW BUSINESS**

None.

**NEXT MEETING**

January 30, 2017 at 2pm in B204/210.

**OTHER**

Mr. Kennedy noted that progress has been made with moving the Travel and Claim for Reimbursement forms to electronic and he will provide a demonstration at the January Council meeting.

President Moore shared that there are three finalists for the Dean of Health Careers, and information will be coming out today about their interviews on Thursday and Friday of this week.

President Moore wished everyone a joyous holiday.

**ADJOURNMENT**

Ms. Moore adjourned College Council at 3:09 p.m.

/sp