

CALL TO ORDER

Ms. Moore called College Council to session at 2:04 p.m.

ATTENDEES

Council Members Present: Mary-Rita Moore, Laura Arce, Debbie Baness King, Chuck Bohleke, Maria Correa, Humberto Espino, Michael Flaherty, Kevin Kennedy, Quincy Martin, Tom Olson, Pamela Perry, Shelley Tiwari, Sam Tolia, Elizabeth Quan Kiu Vazquez, Hector Zavala.

Absent: Kay Frey, Theo Oronsaye.

Others Present: Debra Baker, Shannon Blameuser, Jean Dugo, Mike Garrity, Kevin Li, Raquel Monge, Sacella Smith, Kurian Tharakunnel, Brenda Jones Watkins.

APPROVAL OF MINUTES

Dr. Baness King made a motion to approve the minutes of the December 12, 2016 College Council meeting, seconded by Dr. Bohleke. The motion carried unanimously by voice vote.

HOT TOPICS

Dr. Flaherty, following up on the topic of improving placement, noted that progress has been made, but there are still some challenges. One challenge still occurring is when a student is enrolled in a prerequisite and signs up for the next class, then doesn't pass the prerequisite but continues into the next class. Work will continue on this issue.

OPERATIONAL ASSEMBLY

Dr. Martin reported that the Operational Assembly received technology reports about the increased bandwidth on campus and new platform for queuing students in the B Building and an HR report on the Wellness Plan Initiative. That plan is currently being finalized and HR is looking for fun, engaging ideas for activities. Dr. Martin announced that the Assembly has finalized its purpose statement and goals and will post them on the web. The group is also discussing institutional email, where email would be the primary mode of communication for all employees and students, and the goal is to fully implement this by May for credit students.

ACADEMIC SENATE

Dr. Flaherty discussed the issues reported at Academic Senate, including the following. The ION alternative has been approved by President Moore and moved on to Vice President Baker for implementation. The withdrawal rate at Triton is being explored, with plans to make the dates more visible, as well as the ramifications of withdrawal. Training for the Peer Mentoring Collaborative is being set for Faculty. Students will be surveyed in the spring about online classes over the past four semesters. All programs submitted for assessment for the year have closed the loop. An Assessment Summit is scheduled for February 10, and the Assessment Fair will be held on March 10.

STUDENT SUCCESS

Ms. Tiwari reviewed definitions of student success and asked Council for ideas on what information they would like to receive regarding student success. Suggestions included reports similar to the Operational Assembly and Academic Senate, updates and progress reports, Achieving the Dream progress, reports on how other colleges are doing things, student demographics, research about an element of student success, and a summary/report after attendance at the upcoming Dream Institute.

OLD BUSINESS

ASSURANCE ARGUMENT

Ms. Perry noted that the *Assurance Argument Preparation: Collective Campus Input* document was included in Council's agenda packet and is posted on the accreditation portal. She summarized that the document is reflective of the 1,179 comments received from the college community, and opened up the conversation for questions and comments. Dr. Flaherty commented that the report does look like it shows what people are saying, and the structure is coming along well. He asked about the item that is indicated as both a strength and weakness because some people believe it has to be one or the other. Ms. Perry responded that it is the IPR Process that has been identified as both a strength and challenge, and both aspects will be explored.

The Criterion Teams are now being formed. There has been a good response from the college community in volunteering for the teams, leaders will be established soon, and then the teams will be shared with Council members.

President Moore thanked College Council for their contributions and efforts in gathering comments from across the institution.

BUSINESS PRACTICES: ELECTRONIC FORMS AND SIGNATURES

Mr. Kennedy reported that two new forms have been added to DocuSign: Travel Request, and Claim for Reimbursement. A training schedule will be sent out to all staff, and training will begin on Monday. Mr. Kennedy signed into DocuSign and demonstrated the Travel Request form.

SHARED GOVERNANCE SUBGROUP RECOMMENDATION

Recommendations 1 and 3 from the Shared Governance Subgroup have already been approved by Council and are in place. Recommendation 2, regarding membership, terms of service, and delineation of union business in shared governance roles is now being brought forward for approval. It was summarized that this recommendation includes the following. Employee group representatives will now be elected, term length is three years, and no more than two terms may be served in succession. College Council representatives will ensure delineation by directing conversation about union business to the union and executive team. If no one runs in an election, the College Council Chair will appoint a member, and if there is an unexpected vacancy, the Chair will appoint a replacement. The issue of faculty balance between arts & sciences and other areas will remain as originally written in the recommendation, and can be re-visited if

necessary. The alignment of terms was modified slightly, with the faculty #2 position changed from 2019 to 2018.

Dr. Flaherty made a motion to approve the items in Recommendation 2, seconded by Dr. Martin. Voice vote carried the motion unanimously. These items will be effective in FY 18.

NEW BUSINESS

STRATEGIC PLAN ANNUAL REPORT

Ms. Perry reported that the full report is included in Council's agenda packet, so she will only focus on key performance indicators, as follows. Performance under the Increasing College Readiness focus area is the strongest. Dr. Flaherty pointed out that we are on target or above on everything we can control; but on things we cannot, we are below; which is why disagrees with having this as a goal. Ms. Perry stated the importance of gathering and tracking the data, and discussion ensued regarding placement testing and multiple measures.

Ms. Perry continued reviewing that key performance indicators under Improving College Completion, which is performing more moderately, and Closing Skills Gaps, which is performing least well. There was discussion about online courses, with comments that there should be a goal of improving online rather than expanding, and also that the college should be offering complete programs and certificates online. It was suggested that the goal should reflect not just quantity, but quality.

NEXT MEETING

The next College Council meeting is scheduled for February 27, 2017 at 2 p.m. in B-204/210.

ADJOURNMENT

Ms. Moore adjourned College Council at 3:41 p.m.

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