

## CALL TO ORDER

Ms. Moore called College Council to session at 2:05 p.m.

## ATTENDEES

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

**Absent:** Sam Tolia.

**Others Present:** Garry Abezetian, Debra Baker, Shannon Blameuser, Virginia Cabasa-Hess, Mike Garrity, Joe Klinger, Kevin Li, Ric Segovia, Sacella Smith, Leslie Wester.

## APPROVAL OF MINUTES

Dr. Flaherty made a motion to approve the minutes of the February 27, 2017 College Council meeting, seconded by Mr. Kennedy. The motion carried unanimously by voice vote.

## HOT TOPICS

None.

## OPERATIONAL ASSEMBLY

Dr. Martin reported that the Operational Assembly will meet on Wednesday, March 29.

## ACADEMIC SENATE

Dr. Flaherty highlighted reports received at the March Academic Senate meeting as follows. The Academic & Scholastic Standards Committee continues to work toward an acceptable Finals Schedule; they are specifically looking at students who would have to take more than three final exams in a single day. The Academic Support Committee continues its work on pairing all College Readiness faculty with a mentor. The Technology Advisory & Distance Education Committee continues working toward getting in-house training for faculty who teach online as an alternative to ION training. Student Development brought forth a petition signed by students and employees for Triton to become a safe/welcoming campus. Senate discussed the issue and plans to make a recommendation at the April Senate meeting.

## STUDENT SUCCESS

Ms. Tiwari reviewed the areas of focus from the Achieving the Dream Institutional Capacity Framework as: Leadership & Vision, Data & Technology, Equity, Teaching & Learning, Engagement & Communication, Strategy & Planning, and Policies & Practices. Several members of the team who attended the Dream Institute conference were present to provide their experience to Council. Associate Dean of College Readiness Ric Segovia reported that he focused on college readiness and learned that Dev Ed is still plummeting in success rates nationally. One topic discussed was that even if you have just re-designed Dev Ed, it is time to re-design again, with at-risk students placed in a center or lab and worked with intentionally. This falls into the framework under Teaching & Learning, Strategy & Planning, and Leadership & Vision. Counselor

Leslie Wester reported that sessions she attended reinforced that students want to feel like they belong, and want to be told what to do next. Faculty are stakeholders and can take the lead on many things in advocating for students. Additionally, work is needed with high-level stakeholders to build paths for students. Executive Director of Grants Development Sacella Smith reported that sessions she attended dealt with Strategy & Planning, Leadership & Vision, and Equity. Her key takeaways included the importance of an institution to move with a comprehensive approach, eliminate silos, and tie into data points. Regarding equity, the discussion was about being aggressive about inclusion and articulating so it's clear to everyone. Ms. Smith will forward an article to Council about Hispanic Serving Institutions. Ms. Tiwari noted her primary interest is Teaching & Learning, and one session she attended dealt with the importance of engaging faculty and adjunct faculty, and another, guided pathways where components need to work together.

Ms. Tiwari reported that the topic of tomorrow's College Hour will be Expanding COL 102, and that our ATD Coaches Visit is scheduled for May 1 and 2.

Ms. Perry observed that much of what was discussed under Achieving the Dream is in alignment with our challenges as an institution, and it's good to be having these institutional conversations. There was discussion about the challenges of unprepared students and consensus around the table that the college must remain flexible, recognizing that this is an ongoing issue that will need continuing work.

## **OLD BUSINESS**

### **COLLEGE COUNCIL ANNUAL SURVEY**

Ms. Perry thanked Council for the conversation occurring through Blackboard about the Annual Survey, and brought forward question 4, which asks if someone is interested in serving on College Council. There was discussion that the intent of this new question was to gauge interest, not to identify people, but it might lead to mistrust and cause individuals to not complete the survey. With an informal vote of 8 -2, Council decided to not include the question in this year's survey. The question about years of service at the college was also discussed as potentially causing mistrust. Council agreed to leave this question in because it has always been in the survey, and should be better analyzed.

The usefulness of the new question about how we define student success was discussed. Council members felt that the way the question is phrased would lead to participants choosing 'all of the above' so it will be re-written as 'check all that apply.'

Ms. Perry suggested that the survey open on Monday, April 3, be left open for three weeks, closing on Friday, April 21. It will be promoted in Triton Today, and Council members will reach out to their constituents to encourage completion of the survey. A full report on the survey will then be available in June, and can be used to set goals at the College Council Retreat in July.

### **ASSESSMENT OF BUSINESS PRACTICES AND POLICIES**

Mr. Kennedy provided a synopsis of this initiative that started in spring 2015 with College Council reaching out to constituents for recommendations of business practices and policies that could be improved. Responses were categorized into three groups: streamlining business processes, reducing paper forms, and improving communications. A committee of seven was formed to address these issues, and accomplishments include the implementation of five electronic forms including electronic signatures (Budget Transfer, Expense Reimbursement, Grant Budget Creation, Travel Request, and Claim for Reimbursement), modification of at least fourteen Board Policies, including the Travel Policy, and just now in the works, an overhaul of the website. Council members commented on the increased information available and increased speed of paper flow that resulted from this initiative.

Mr Kennedy noted that the committee has not met to discuss the future, but he would recommend a new technical person for the committee since he will be retiring. Ms. Perry stated that the committee will continue to be important as consistency in how we apply our business policies and practices and communication and information sharing is important in the HLC process.

Ms. Moore thanked Mr. Kennedy for his many years of service.

### **NEW BUSINESS**

#### **STRATEGIC PLAN ACTION UPDATE**

Dean of Arts & Sciences Kevin Li, Action Champion for Strategic Plan Action Item 2.5: Guided Pathways, provided an update to Council as follows. Actions taken last semester included a quantitative survey to determine familiarity with Guided Pathways, Meta-Majors, and Triton's Areas of Concentration, followed by a meeting to discuss initial survey findings, and then a qualitative survey in December 2016. Mr. Li discussed the benefits and concerns of Guided Pathways identified in the survey. He shared what he learned at the Achieving the Dream conference including the importance of encouraging students to declare their areas of concentration early so they don't lose credits, the need to foster a sense of belonging, and developing communities of interest. Moving forward with this Action Item, Arts & Sciences faculty are currently revising the areas of concentration under the AA degree this spring, with revisions going to Curriculum Committee in the fall.

There was discussion about the perceived negative effects of guided pathways, and the need to give students room to try different things. Mr. Li agreed that the list of IAI courses is too small when it comes to liberal arts courses. He concluded that this initiative is a little bit behind, as he hoped to have changes approved in Curriculum this term, but being collaborative and engaging more people in the process is helping move the initiative along.

#### **NEXT MEETING**

The next College Council meeting is scheduled for April 17, 2017 at 2 p.m. in B-204/210.

**OTHER**

Vacancies are upcoming for the Classified and Mid-Management employee group representatives and Ms. Moore thanked Ms. Frey and Ms. Correa for sharing at their In-Services what being on College Council entails. The two groups are gathering interest and elections will take place soon.

**ADJOURNMENT**

Ms. Moore adjourned the College Council meeting at 3:47 p.m.

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