

CALL TO ORDER

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

ATTENDEES

Council Members Present: Mary-Rita Moore, Dr. Chuck Bohleke, Dr. Quincy Martin, Shelley Tiwari, Dr. Michael Flaherty, Dr. Debbie Baness-King, Kay Frey, Pamela Perry, Sam Tolia,

Absent: Kevin Kennedy, Hector Zavala, Maria Correa, Elizabeth Quan Kiu Vazquez

Others Present: Brenda Jones Watkins, Michael Garrity, Hilary Meyer, Kurian Tharakunnel

APPROVAL OF MINUTES

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

HOT TOPICS

Ms. Moore informed the Council that the 2017 Commencement Ceremony was held on Saturday, May 20th and that it was a great opportunity to congratulate students and their families. She voiced appreciation to the graduation committee as well as all the volunteers that showed up in support of the students. The event was filled with excitement and joy and she looks forward to sharing the stories that were exchanged throughout the day.

OPERATIONAL ASSEMBLY

Dr. Martin reported that there were a few committee updates provided at the April meeting. The SEM Committee reported that the TEAM program is being redesigned to better meet the needs of Triton students. They also discussed the “register here, register now” campaign. The Student Affairs Committee reported that faculty members have been recruited for the peer mentoring collaborative for 2018. For the Academic Affairs Committee, Cheryl Antonich reported that the STEAM Expo was well attended by over 400 people. The remainder of the Operational Assembly meeting was spent preparing for their annual assessment. Ms. Moore asked if there were any specifics on the TEAM redesign and whether Dr. Martin knew when that redesign might take place. Dr. Martin stated that they are in the process of redesigning now and that he wasn’t provided with details at the Operational Assembly meeting but he could get those details to her. Ms. Moore confirmed that she would like a timeline and once it was provided she would share it with the Council.

ACADEMIC SENATE

Dr. Flaherty highlighted reports received at the May Academic Senate meeting. He began by stating that the meeting was unusually long but that he would only be sharing what is relevant to the Council. At the start of the meeting, he was reelected to serve as chair of the Academic Senate for another term by acclamation. The Curriculum Committee reported that several courses are being revised to eliminate placement test language. This should be completed for incoming students for Fall semester. The CPA pathway for advanced certificate was also

approved at the Senate. The Academic and Scholastic Standards Committee put together a report on a new final exam schedule, and have put out a SurveyMonkey to get a feeling of which one people prefer. The Academic Support Committee reported on a survey that was created and currently disseminated to students to get a feel for their online experience. The Campus Quality Committee expressed concern on the elimination of the Instructional Technologist position and that was backed by the Senate as something that faculty are definitely concerned about. The Assessment Committee reported that general education outcomes need further development and rubrics are going to be added for use by the different departments as a way to improve the education outcomes. Also, Assessment Day for 2018 will be April 6th and general education outcomes will be the topic of that Assessment Day. The TADEC reported that the online certificate for faculty has encountered some issues related to the Ion training but are working through them. Dr. Flaherty also reported that there will be three new chairs for the Academic Senate. Julie Gilbert has stepped down and Beth Dunn will be taking over that position. That leaves an opening in Academic Support and with Sue Campos moving up to the Dean position, there will be an opening in the Curriculum. Dr. Flaherty stated that he is working with Vice President Baker and they will probably reach out to someone with curriculum experience for that position. He also stressed that Sue Campos did an amazing job with the Curriculum Committee. He added that Roseanne Feltman of the Professional Development Committee has stepped down and Serpil Caputlu will be taking over.

Mr. Espino responded to the Academic Senate report with a few comments. He stated that the function of Blackboard will not be impacted by the eliminated Instructional Technologist position, as there are several components and processes in place behind the scenes that will keep Blackboard running efficiently. In addition, the remainder of his staff will continue to support faculty as they always have. He also stated that Vice President Baker did communicate that the institution will be looking to hire an instructional designer for additional support. In reference to the Ion alternative that was discussed in the TADEC report, Mr. Espino stated he and his team did reach out to a number of faculty regarding Ion and didn't receive a strong response. He did state that he is working closely with TADEC to develop a template as a starting point, and that they do already have proposals, which were approved, for developing a web course and learning how to teach online. They are taking these proposals and working with experts and Blackboard to develop a template that they will bring back to TADEC. He wanted to emphasize that they are still in preliminary stages of development.

Dr. Flaherty wanted Mr. Espino to know that faculty are extremely concerned about the elimination of the Instructional Technologist. He also stated that there is a large number of faculty that are interested in the Ion training.

Ms. Moore stated that she wanted to express, in regards to college curriculum that the statement for placement tests was very well done and was much needed. She also stated that she was excited to hear about the CPA grant and hopes that in the future she will hear about more students taking that opportunity. She added that she is always interested in hearing from students and looks forward to hearing the results from the online course survey to students. She thinks the Assessment Committee has done great work in identifying general education

outcomes as the focus for next year. In regards to TADEC, she stated that they seem to be aware of what next steps need to be taken. Ms. Moore acknowledged what the Senate brought forward regarding strengthening online support, she appreciates the comments that came forth and stated that the plan that was communicated by Vice President Baker has been vetted through the Administration and if all goes as planned, it should provide the necessary support to the online faculty.

STUDENT SUCCESS

Ms. Tiwari informed the Council that the ATD Coaches' Visit has concluded and feedback from the coaches was gathered and she is positive that they will be able to make use of that data to strengthen student success strategies here at the institution. She stated that many had the opportunity to take the ICATS Survey and some of this data was utilized during the coaches' visit. She informed the Council that the survey results has been included in the College Council Blackboard shell in a "Student Success" folder and encouraged Council members to look at the survey results. The next step for the institution is to submit an annual progress report. In the past, Ms. Tiwari has reached out to administrators to bring feedback to include in the report, but since College Council is now overseeing Student Success, she has included a template for the report in the Blackboard shell. The due date for the progress report is June 21st, so she requested that any feedback be emailed to her by June 2nd. Ms. Moore stated that she would like to see Council members share their feedback and encouraged participation.

Ms. Tiwari informed the Council that she requested Kurian Tharakunnel, Executive Director of Research and Institutional Effectiveness, to share some data regarding one of the institution's student success initiatives, on-time registration. This initiative was embarked upon about two years ago. She stated it's important to assess the impact of these initiatives on student success. This presentation is attached.

Ms. Moore requested that Mr. Tharakunnel send her a breakdown of the students described as "late." She also asked Mr. Tharakunnel if he had detected any changes in the completion of online courses based on the no late registration policy. Mr. Tharakunnel stated that online courses weren't included in this analysis because they don't have a uniform start date. Ms. Moore asked if online students were included in figures from previous analyses, and Mr. Tharakunnel confirmed that they were. She stated that she was curious to see what part of the significant change for developmental courses was attributed to online courses. She stated that she knows at times they've had conversations at Council and then other meeting venues would talk about the retention or completion rate for online courses being significantly different for face-to-face. He indicated they do have data comparing retention online students with face-to-face students. The difference is about 20%. It's 50% for online and 70% for face-to-face. Mr. Espino asked, when comparing the online to the face-to-face, what the percentage of the number is of courses online verses the number of face-to-face courses. Mr. Tharakunnel stated that he didn't have an exact number prepared but he would estimate 10%. Mr. Espino stated that even if there was a significant difference it wouldn't necessarily come out in that report. Ms. Moore agreed, stating that was a good point. Dr. Flaherty added that when you look at online courses, pay close attention to the semester because students seem much more prepared for

online in the summer. He also stated it would be interesting to analyze what would have happened if the change in registration policy never happened. Ms. Moore stated that this data demonstrates as an institution, this On-time registration was the right direction to go. She encouraged everyone to take great pride in this progress to address concerns regarding student success.

Dr. Flaherty suggested that late-start courses should contain additional information that makes it clear that this is double-speed syllabus, as they were originally intended for students who want to get through courses faster. Dr. Bohleke stated that he felt an important purpose of the late start courses is so students can make sure they are taking a full load in order to complete financial aid requirements.

OLD BUSINESS

COLLEGE COUNCIL ANNUAL SURVEY

Mr. Perry informed the Council that the preliminary or “raw” results of the annual survey. The Research Department is currently working on compiling a full report for the Council to review. She noted some observations: there was a small decrease in participation. Last year was 297 participants and this year there were 236 participants. Ms. Perry thanked Council members for their efforts because even with the decline, the participant numbers were better than they were a few weeks prior. She stated that she suspects people declined to take the survey since they had already offered substantial feedback in the Coffee & Conversation sessions. Also, she wanted to note that as she had been working on a draft of the HLC Assurance Argument she noticed there was an increase in participants’ satisfaction with College Council’s performance. This is an improvement that will be noted in the HLC Assurance Argument. Also, related to the Council goal of increasing awareness of the HLC visit, there was an increase based on last year, as well as knowledge of our reporting to HLC. Dr. Bohleke stated that it bothered him greatly that 1/3 of the survey participants had not seen the shared governance model. Ms. Perry responded that she thinks that is due to the shift of focus in the Council goals, from shared governance, to HLC. Dr. Flaherty stated that overall, he felt the survey results were strong. The Council also discussed the impact of understanding what percentage of each different employee group is participating in the survey.

NEW BUSINESS

FY 18 COLLEGE COUNCIL MEMBERSHIP

Ms. Moore informed the Council that she just about completed reaching out to those individuals that will be filling the FY18 vacancies on the College Council, selected through the new nomination and election process. She also added that there is a new TCSA President who will be serving as the Council student representative and she will be reaching out to him to schedule a meeting. Ms. Moore stated that she anticipates that the completed membership list will be provided in the June meeting packet.

FY 18 COLLEGE COUNCIL MEETING SCHEDULE

Ms. Moore asked the Council if they had been informed of the July planning retreat date. July 10th or July 17th were the two retreat options. Dr. Flaherty stated that he might have a conflict but wouldn't know for sure for a few more weeks. Ms. Moore stated she would send out a survey to all Council members to see which date would garnish best attendance. She also presented the proposed meeting dates for FY 18 and asked Council members to send an email to Courtney White if they had conflicts with any of the dates.

NEXT MEETING

The next College Council meeting is scheduled for June 19, 2017 at 2 p.m. in B-204/210.

OTHER

Ms. Moore informed the Council that she had received a purpose statement, goals and recommendations from the Diversity Work Group, led by Virginia Cabasa-Hess and Gail Krahenbuhl, and wanted to acknowledge their leadership and work. She indicated that she is taking under advisement their recommendations and will inform the Council on how the institution will be moving forward. Ms. Moore also stated that she received the recommendations from the Assurance Argument Criterion Teams and will be working through those reports and hopes to report back to the Council by no later than the July planning retreat.

ADJOURNMENT

Dr. Flaherty made a motion to adjourn, seconded by Dr. Bohleke. Voice vote carried the motion unanimously. Ms. Moore adjourned College Council at 2:55 p.m.

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