

**CALL TO ORDER**

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

**ATTENDEES**

**Council Members Present:**

Mary-Rita Moore, Dr. Deborah Baness King, Dr. Susan Campos, Christopher Clem, Dayanne Figueroa, Dr. Michael Flaherty, Mike Garrity, Audrey Jonas, Hilary Meyer Tom Olson, Pamela Perry, Carlos Garcia Sanchez, Shelley Tiwari, Elizabeth Quan Kiu Vazquez

**Absent:** Elise Rapala

**Others Present:** Brenda Watkins Jones, Joe Klinger, Kurian Tharakunnel, Chuck Bohleke

**APPROVAL OF MINUTES**

Mike Garrity made a motion to approve the minutes of the August 27, 2018 College Council meeting, seconded by Christopher Clem. The motion carried unanimously by voice vote.

**HOT TOPICS**

Dr. Flaherty was contacted about the Presidential Advisory Committee on Equity & Inclusion and asked who will be in charge of the committee. President Moore reported that the first meeting will be held on September 24 to outline purpose, develop goals and process for this Committee. Dr. Flaherty would like the committee to present at a future Academic Senate once they have information to share or a status update.

Hilary Meyer had a suggestion regarding the website and asked if IT has or can create a feedback tool for the Website, which can track when you search for information and you come up with blank pages. Mike Garrity will look into creating a feedback tool or even having the email on the site for the feedback.

Hilary Meyer asked how the search for the VP of Enrollment Management and Student Affairs was going. President Moore informed Council that a recommendation will be presented at the September 25 Board meeting for approval.

**OPERATIONAL ASSEMBLY**

Mike Garrity reported that the group had the first meeting of FY19 on September 5. Operational Assembly has a few open spots in membership, which are being filled by interim positions until all positions are filled. At the first meeting the committee reviewed the purpose statement and believes it is still relevant for FY19. Goals are under review and based on feedback, they will finalize at next month's meeting. Business Services Committee mentioned that the budget process has begun and is underway. Research will be administering the SENSE surveys from September 17 thru 28 in 42 sections and all volunteer spots are filled. President Moore thanked all the Administrators and Mid-Managers for their help administering the surveys. The College appreciates the opportunity to get the feedback from students.

### **ACADEMIC SENATE**

President Moore attended the first meeting of the year and felt that it had good dialogue and very positive start to the year. Michael Flaherty reported that Senate Committees had its first meeting on September 11 with Assessment as the primary topic. Many Senate Committees have not met yet. College Curriculum committee reported on new forms, they are going to put forth. Assessment will work with each department. All new programs will need to complete the forms with program objectives and outcomes. Current Curriculum forms will only have to add the program objectives and outcomes. The new forms will be completed this semester in partnership with Assessment and Curriculum committees.

### **STUDENT SUCCESS**

Shelley Tiwari presented additional details from the Community College Survey of Student Engagement (CCSSE) results based on the suggestions she received from Council. Shelley presented data by sub group breakouts which included, age group, development status, credit hours earned and frequency of tutoring and advising. A copy of the presentation and the CCSSE Key Finding report can be found on Blackboard in the College Council informational area for review.

### **OLD BUSINESS**

#### **MISSION & VISION GOAL UPDATE**

Hilary Meyer provided the update of the sub-committee work to date and shared the timeline. The team is currently conducting coffee & conversations sessions and receiving a good mix of feedback from the college community, students and employees. Carlos Garcia Sanchez has done a great job helping get student engagement. The committee had a booth set up at the corn roast, movie on the mound and will be at Family Fall Fest. The committee asked Mike Garrity to create an online form for individuals who cannot attend any of the sessions and it is available on the Triton website, click [here](#). It is anticipated a recommendation will be ready for the Board of Trustee endorsement at its May 2019 meeting.

Jacqueline Lynch ask if they had any plans for an evening session for adjunct faculty. Pamela said at this time no and this was based on the past attendance for the HLC evening and weekend sessions, some sessions had no attendees. However she is open to suggestions on how to engage this group other than the online form. President Moore plans on sharing the online form link at the next Community Advisory Committee meeting.

Dr. Flaherty asked if the group has been transparent on the goals for the new mission statement. Is the reason for the change due to the length of the statements? He feels that individuals on campus have connections to parts of the Mission and Vision statements and will be upset with the change. Pamela Perry stated that the goal is to have a shorter Mission and Vision statement. The committee is using a similar process that was used with HLC. They are asking for major themes specific to mission and vision. The Committee will identify major themes and craft new statement recommendations from these collected themes.

**ENGAGEMENT GOAL UPDATE**

Pamela Perry reported that the subgroup met and they are picking up the lead on co-worker connect. Due to all the activities already happening this semester the subgroup will partner with the HIA at the October 4<sup>th</sup> World Music Series - Brazil! event on the mounds. They will start a ground campaign for interest in the Spring events. The subgroup is developing two activities for the Spring Semester. The first event will be a group-focused activity mid-February and the second will be a lunch with colleagues at Café 64 in groups of two to four mid-April. They are still finalizing details and rules of activities, more information to come.

**HIGHER LEARNING COMMISSION GOAL UPDATE**

Pamela Perry informed Council that work towards our HLC Focus Visit requirements is moving quickly and progressing well. The Curriculum and Assessment committees revised program forms to include program-level student learning outcomes. Lauren Kosrow, the Assessment Chair, is hosting a variety of open forums, the first of which was held on Sept 6<sup>th</sup>. At this forum, a Project plan thru April 2020 was shared, along with a full professional development schedule centered around assessment and the structure of the available stipends. Following the forum, Vice President Baker sent an e-mail to all full-time and adjunct faculty seeking volunteers for the available stipend positions. She is working now with Deans and Chairs to finalize the individuals selected for the stipend work. Lauren Kosrow has identified an external consultant to lead two hands-on workshops for stipend participants. The intent is to create training opportunities that allow for time during the sessions to develop program learning outcomes and mapping between course outcomes and program outcomes. In addition to this work, the assessment committee is revising the general education outcomes this semester, and has scheduled three forums in October and November in which to discuss this topic with faculty.

**NEW BUSINESS**

None

**NEXT MEETING**

The next meeting of College Council is October 15, 2:00 – 4:00 p.m. in B-204/210.

**OTHER**

President Moore informed council that Human Resources will be sending out a short opinion survey regarding the summer four day work week schedule. Campus Comment have recently received several inquiries pertaining to summer four day work week schedule and the President's Cabinet wants to get employee feedback on the program before deciding if we will continue or make a change for next year.

**ADJOURNMENT**

Christopher Clem made a motion, seconded by Mike Garrity, to adjourn the meeting. College Council was adjourned at 3:05 p.m.

/jf