

CALL TO ORDER

President Moore called College Council to session at 2:02 p.m.

ATTENDEES

Council Members Present:

Mary-Rita Moore, Dr. Deborah Baness King, Christopher Clem, Dayanne Figueroa, Dr. Michael Flaherty, Mike Garrity, Hilary Meyer, Elise Rapala, Elizabeth Quan Kiu Vazquez

Absent: Dr. Susan Campos, Audrey Jonas, Tom Olson, Carlos Garcia Sanchez, Shelley Tiwari

Others Present: Jodi Koslow Martin, Derrell Carter, Kurian Tharakunnel, Derek Salinas-Lazarski, Susan Rohde, Brenda Jones Watkins, Christina Skasa, Kevin Li, Sam Tolia, Jacqueline Lynch

APPROVAL OF MINUTES

Mike Garrity made a motion to approve the minutes of the April 22, 2019 College Council meeting, seconded by Christopher Clem. The motion carried unanimously by voice vote.

HOT TOPICS

Hilary Meyer brought forward a question regarding the status of the Employee Resource book Guide that was recommended by the Triton HLC Criteria team – Criterion 2/3. It is a central repository where all department processes/procedures are outlined. Cabinet recently reviewed the Triton HLC Criteria team recommendation report and President Moore will share an update.

OPERATIONAL ASSEMBLY

Mike Garrity provided the following updates from the May 6th subcommittees. **Academic Affairs** reported the new Honda program will begin in the Fall. It will be housed in T107 and the lab will be prepped this summer. **Human Resources** is reviewing the new proposal for performance standards, and they plan to present the information to Executive Leadership in the near future. HR along with IT are conducting 6 training sessions on Spam/Phishing in May. The first two sessions had 42 attendees. **Technology** is piloting a new user interface update for Colleague with various departments. The update has a new look, no functionality changes and does not require Silverlight, the program can be accessed on iPads. IT is migrating Colleague to new servers, completed testing and move to production servers. **Diversity Committee** reported they attended CROAR training on April 25-27 and had a debrief session with the CROAR facilitator. They continue working on committee membership. **Research** reported they have a new license for the Tableau reporting platform and it will be housed on the same server as Colleague.

ACADEMIC SENATE

Dr. Flaherty provided the following updates from subcommittees. Dr. Flaherty was elected the 2019-20 Senate Chair, his 10th year. **Curriculum Committee** continues its work on

general education course outlines. **Academic Scholastic and Standards Committee** proposed and voted to move forward revisions to the syllabus policy. Dr. Flaherty sent the recommendation to the Office of Academic Affairs for consideration. **Academic Support Committee** plans to bring forth a retention alert survey, asking faculty's input on how the tool is utilized. **Professional Development Committee** announced speakers for the Fall Faculty workshop are Dr. Robert Johnstone, guided pathways and Dr. Sheldon Turner, student engagement. **Assessment Committee** brought forth a committee mission statement change that was approved by Senate. Committee also reported there are now fifty six faculty fellows to lead assessment and Lauren Kosrow plans to create a task force as they continue to the next phase of student learning assessment.

President Moore reminded Operational Assembly and Academic Senate that annual assessments are due. As of today we have received three, Technology Advisory Distance Ed (TADEC), Academic & Scholarship Standard and Academic Assessment. Please send assessments to Josephine Fazio. College Council will conduct their assessment at the July retreat.

STUDENT SUCCESS

No report this month.

OLD BUSINESS

ANNUAL COLLEGE COUNCIL SURVEY

President Moore reported that Council received a copy of the preliminary report, 227 employees completed the annual survey with representation in all employee groups. The analytical report will be shared and discussed at next month's meeting.

MISSION & VISION GOAL UPDATE

In March the Mission & Vision subcommittee reported on the process and status of proposed mission and vision statements and sent to Cabinet for their consideration and next steps. Since March, the Cabinet reviewed the materials, solicited additional feedback from students and Trustees and thoroughly discussed the statements. President Moore shared and informed the Council with the addition of "and Serving" to the mission statement, she will seek endorsement from the Board of Trustees on these statements at the May meeting.

Mission - Valuing the Individual, Educating and Serving the Community

Vision - A Community with Equitable Opportunity for Growth and Success

Christopher Clem inquired about the addition of the "serving" in the mission statement. President Moore confirmed that the addition primarily reflected conversations and perspectives of the Trustees and also, input from Cabinet and the Mission and Vision subcommittee of the Council.

President Moore further acknowledged the significant work of the subcommittee and the engagement of internal and external stakeholders as well as Triton students.

Upon receiving the endorsement from the Board of Trustees, the College will move forward to share the new statements with the campus community in the new fiscal and academic year.

NEW BUSINESS

MEMBERSHIP ELECTION RESULTS

President Moore shared that the elections were held in this month for Hourly and Adjunct representatives. Both groups did not receive a majority of votes. Per the election process guidelines outlined in the College Council Purpose and Membership document *"In the event no candidate has a majority, there shall be a runoff between the top two candidates. If a tie prevents identifying the top two candidates, the runoff candidates shall be decided by lot."* President Moore asked Hilary Meyer, Brenda Jones Watkins and Kurian Tharakunnel to form the College Council Election Committee to assist with the process. Ms. Meyer shared that on May 15, the Election Committee notified the candidates and their respective employee groups to look out for the ballot to arrive via email. The runoff ballot opened on Friday, May 17 and will close on Friday, May 24. Council will be provided updates thru Blackboard.

President Moore commented that Council may want to assess the election process guidelines in the future, now that the process has been completed its first cycle of implementation.

President Moore reviewed the other changes that will occur in College Council membership. Dean King has agreed to remain as the Student Affairs representative for one more year. Dean Li will serve as the Academic Affairs representative. President Moore will resolve the HR representative vacancy and confirm the Student Representative for next year.

FY20 COLLEGE COUNCIL MEETING SCHEDULE

Tentative dates for FY20 were sent with the meeting materials and President Moore invited Council to review and provide any scheduling conflicts or concerns to Josephine Fazio.

NEXT MEETING

The next meeting of College Council is June 17, 2019, 2:00 – 4:00 p.m. in B-204/210.

OTHER

Coworker Connect survey results were sent to the President's office on Friday, May 17. President Moore will forward the results to the subcommittee members (Tom Olson, Dayanne Figueroa, Christopher Clem, Sue Campos and Audrey Jonas) for review and Ms. Moore invited the committee to let Council know if they would like to discuss at an upcoming meeting.

President Moore shared that Lauren Kosrow will provide an update regarding student learning assessment at the June College Council meeting. Ms. Kosrow will discuss current progress and

plans for the summer.

ADJOURNMENT

Debbie Baness King made a motion, seconded by Mike Garrity, to adjourn the meeting. College Council was adjourned at 2:30 p.m.

/jf