

### **CALL TO ORDER**

President Moore called College Council to session at 2:01 p.m.

### **ATTENDEES**

#### **Council Members Present:**

Mary-Rita Moore, Erica Baffa, Christopher Clem, Dr. Michael Flaherty, Mike Garrity, Audrey Jonas, Kevin Li, James Malarski, Laura Martin Del Campo, Gerardo Porras, Elise Rapala, Susan Rohde, Dr. Purva Rushi, Shelley Tiwari

**Absent:** Dayanne Figueroa

**Others Present:** Kurian Tharakunnel, Jodi Koslow Martin, Andrea Bangura, Brenda Jones Watkins, Derrell Carter, Denise Jones, Leslie Wester, Derick Salinas-Lazarski, Sacella Smith, Linda Wilkins, Regina Hughes, Melanie Oliver-Jones, Lauren Kosrow, Hilary Meyer

### **WELCOME**

President Mary-Rita Moore welcomed the new Mid-Management representative Gerardo Porras to the council.

### **APPROVAL OF MINUTES**

Mike Garrity made a motion to approve the minutes of the December 16, 2019 College Council meeting, seconded by Dr. Michael Flaherty. The motion carried unanimously by voice vote.

### **HOT TOPICS**

**Council 2020 Goals** - Christopher Clem brought forth a question regarding the Council's Communication goal status. Dr. Purva Rushi reminded Council that last year she invited Council members to join the Communications sub-committee to work on Goal 3 - strengthening communication from Council representatives. At that time no volunteers came forth. She is seeking 1 to 2 Council volunteers, any interested members should let her know. An issue related to email communication and Council member access to their representative listserv was discussed and clarification was provided regarding each employee group handling access differently.

**Best Colleges to Work For Survey** - Christopher Clem inquired about the results from the Best Colleges to Work For survey taken in 2019. President Moore will inquire and update Council at a future meeting.

### **OPERATIONAL ASSEMBLY**

Mike Garrity reported Operational Assembly met on January 6th and provided the following highlights. **Academic Affairs** reported the Memo of Understanding (MOU) with Illinois Brotherhood of Electrical Workers (IBEW) Renewable Energy Fund was approved by the Board. The MOU will provide Renewable Energy Certificate and solar equipment power

training to 30 economically disadvantaged students. **Student Affairs** will discuss Title IX roll-out at the Spring 2020 Faculty workshops. **Business and Facilities** reported they are in discussions on how to increase student usage of the fitness center. **Technology** reported they are in the final stages of prep for the distribution of 1098Ts and W2s. They will be sent out by the end of the week. **Research** issued the Triton 2019 Fall Fact Book and will be available in the employee portal. The 2019 Graduation Success Report will be ready in April.

### **ACADEMIC SENATE**

Michael Flaherty reported that Academic Senate did not meet in January and did not have any new information to share. The first meeting of the semester is Tuesday, February 11 at 2:30 pm in B204/210. Senate will meet on the second Tuesday of the month through May.

### **STUDENT SUCCESS**

Shelley Tiwari provided an update on the Guided Pathways Steering (GPS) Committee. The committee has finalized the meta majors work, referred to now as Areas of Study. The GPS resources page has been created and can be found on the Employee Resources page of the portal; [here](#), they will continue to update as needed. Ms. Tiwari asked Council for feedback on information to be suggested as additions to the page. GPS has rolled out the Technology & Communications and Marketing workgroups. The Technology workgroup will discuss all technical support and system requirements. The Communications and Marketing workgroup will address all public-facing aspects of GPS.

President Moore thanked GPS committee for their enthusiastic presentation at the Spring Faculty workshops earlier this month. The presentation was engaging and very informative. As Ms. Tiwari mentioned, there are many opportunities for all college employees to engage in workgroups; please send interest to the GPS committee or Ms. Tiwari.

### **OLD BUSINESS**

#### **COUNCIL SUB-COMMITTEE UPDATE**

As a follow up from last month President Moore distributed an updated version of the election process document and shared the updates in paragraphs 4 and 5. The changes are about an elected representative departing before completing their term and representative attendance at Council meetings. Council members discussed the updated language related to the length of the term for the appointed replacements.

Audrey Jonas stated that the sub-committee wanted to eliminate the sentence from paragraph two that states "In the event of a tie, there shall be a runoff between two candidates." The reason for this recommendation is based on the last runoff election with fewer votes submitted the second time around.

President Moore will consider the additional feedback received and provide Council an update prior to the next meeting via Blackboard.

**NEW BUSINESS**

**FOCUSED VISIT REPORT**

Dr. Purva Rushi provided an update on the April 27-28, 2020 HLC Focus Visit on academic assessment. Dr. Rushi highlighted details in the pre-visit report that was submitted in January 2020 and can be viewed on the Strategic Planning and Accreditation employee portal page [here](#). The pre-visit report addresses the three issues: create an assessment glossary, General Education outcomes, program learning outcomes, and the actions taken for each of those recommendations. The report provides detail documenting all the work completed. Dr. Rushi encouraged Council to review the report and mentioned learning opportunities with upcoming workshops and Mock Visit pre-meetings.

President Moore requested that Council review and be aware of the information in the pre-visit report and share it with the representative groups.

**STRATEGIC PLAN ANNUAL REPORT**

Dr. Purva Rushi provided a summary of the Strategic Plan Annual Report, which can be viewed on Triton's Strategic Planning website [here](#). The report provides summaries of the outcomes for each of the three focus areas: *Increasing College Readiness*, *Improving Completion*, and *Closing Skill Gaps*. Dr. Rushi emphasized the College has increased success rates in writing and math courses, increased the graduation completion rate (19%), the highest rating to date and also increased success in gateway math courses. Dr. Rushi also highlighted opportunities for the last year of the plan will be to focus on the student mentorship program, internships, and centralization of reporting on these programs.

President Moore stated that Council was the first to review the annual report and the plan is to now share with the college community.

**TITLE V UPDATE**

Dean Li presented highlights of the Title V Project sharing the project components, key findings from the external evaluator visit, year two accomplishments, and next steps. Attached is a copy of the presentation.

President Moore asked Council to promote and encourage use of the Transfer Center. This semester they have over 47 events planned. Upcoming events are the Transfer Center Grand Opening celebration on February 3, 2020. On February 12, 2020, Columbia University recruiter/admission staff will be on campus to speak with interested students.

**OTHER**

President Moore stated the Budget is well under way and next month Council will receive the Divisional Mission and Goal statements. Also, it is time for the Annual College Council Survey, and Council will discuss the questions at the next meeting.

**NEXT MEETING**

The next meeting of College Council is February 17, 2020, 2:00 p.m. – 4:00 p.m. in B-204/210.

**ADJOURNMENT**

Dr. Michael Flaherty made a motion, seconded by Mike Garrity, to adjourn the meeting. College Council was adjourned at 3:10 p.m.

/jf



Title V Updates for College Council  
Kevin Li, Dean of Arts and Sciences  
January 27, 2020

# Project Components

## English and Math Co-reqs

- Co-reqs
- Learning Specialist – introduce learning strategies
- Embedded tutors
- Redesigned classrooms for better teaching

## Connect2College

- “Summer Bridge”
- Fall Placement
- Math Preparation
- Non-Cognitive Skill Development

## Transfer Center

- Provide transfer events and workshops for campus community
- Develop Articulation Agreements
- Develop transfer partnerships
- Provide transfer guidance
- Review Academic Planning

# Summary of Key Findings from the External Evaluator

- The institution needs to have an internal process to track and inspect equipment every two years in accordance with federal regulations.
- The team members on the Title V Institution-Wide Working Group have skill sets that are more suitable to serve as the Internal Monitoring Team.
- We need to seek written consent from the USDE Program Officer to change the position title for the Guided Pathways Support Specialist to Transfer Center Support Specialist as advertised in the current job announcement.
- The math faculty should work as diligently and expeditiously as possible to expand the number of sections of co-requisite math offered.
- We will need to work out a schedule of drawdowns for Year 2 funds and any approved carryover from Year 1.
- The project staff, with oversight and support from the IMT and Office of Institutional Research, should develop an evaluation implementation matrix.

# The New Internal Monitoring Team

- Susan Marie Campos, VP of Academic Affairs
- Derrell Carter, AVP of Communications and Institutional Advancement
- Kevin Li, Dean of Arts and Sciences
- Ric Segovia, Associate Dean of College Readiness
- Derek Salinas-Lazarski, Associate Dean of Arts & Sciences
- Gerardo Porrás-Nava, Senior Accountant
- John Lambrecht, Associate Vice President of Facilities
- Mike Garrity, Associate Vice President of Information Systems
- Humberto Espino, Associate Vice President of Technology and Innovation
- Jim Reynolds, Executive Director of Finance
- Denise Jones, Dean of Student Engagement and Retention
- Nelly Marcial, Transfer Center Director
- Nancy Guzman, Transfer Center Director Support Specialist
- Christine Bavone, Learning Specialist
- Sacella Smith, Executive Director of Grant
- Raquel Cotuno, Director Grant Compliance
- Faculty from the COR, English, and Math Departments



Spending =  
Progress

- The total Year 1 carry over:

**\$117,471**

- Total balance as of January 23, 2020:

**\$588,455**



# Year 2 Updates

- The Transfer Center Specialist has been hired; the entire Title V Core Team is now in place
- About to finalize the contract for Emsi, a new Career Interest Inventory (Career advisement tool); with extra features to support guided pathways
- [https://www.youtube.com/watch?v=SsS\\_-z1uM50](https://www.youtube.com/watch?v=SsS_-z1uM50)
- Two Learning Labs are in place and opened for Spring 2020
- Contract for Year 2 external evaluation is being finalized
- Columbia University (NYC) recruiter/admission staff will be on campus to speak with interested students on February 12, 2020
- 9 sections of English Co-reqs and 3 sections of Math Co-reqs being offered in Spring 2020
- Launched a pilot of embedded tutoring this semester staffing 11 of the co-req courses with an embedded tutor
- Transfer Center student cohort identified
- A Grand Opening of the Transfer Center is planned for Monday, February 3, 2020
- 47 unique transfer events planned in Spring 2020 alone! This is a combination of fairs, university 1:1, info sessions and our homegrown "Prepare to Transfer" workshop series

# Year 2 Updates

- Fall 19 Co-Req Outcomes

Course Success Rates (Fall 2019)	
Co-req RHT 101 (Linked to RHT 097)	Stand-alone RHT 101
76%	63%

Course Success Rates (Fall 2019)	
Co-req MAT 102 (linked to MAT 032)	Stand-alone MAT 102
82%	79%

Year 2  
Updates

G 207 Learning Lab



G 209 Learning Lab



# Year 2 Updates



**DON'T MISS IT!**

**TRITON COLLEGE  
TRANSFER CENTER**

**GRAND  
OPENING**

**MONDAY, FEB. 3, 2020  
11 A.M.-1 P.M.  
TRANSFER CENTER, ROOM B-110**

The Triton College Transfer Center was created in fall 2019 and is funded through the Department of Education Title V grant for Hispanic-serving institutions. The Transfer Center houses university partnerships and creates events for the transfer exploration process. We welcome the campus community to take a tour of our facilities and see what the center has to offer.

For more information, call (708) 456-0300, Ext. 3644.

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(708) 456-0300 | triton.edu | #WeRTriton  
Triton College is an Equal Opportunity/Affirmative Action institution.



Come join us.  
You are invited!

# Year 2 Updates

 **COLUMBIA UNIVERSITY**  
IN THE CITY OF NEW YORK



## Are you interested in attending Columbia University?

**For the first time ever, Columbia University will be on campus to provide transfer information to Triton College students!**

**Wednesday, Feb. 12  
2:30-3:30 p.m.  
B Building, Rooms B-102/103**

Meet with an admissions representative to learn about the university's majors and degree programs, 500 student clubs and 150 study abroad programs. Come prepared to ask questions about the programs of study and transfer process.

For more information, email [transfer@triton.edu](mailto:transfer@triton.edu)  
or call (708) 456-0300, Ext. 3417.



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# What's Next?

- Finalize the Internal Fiscal Controls Manual (On-going)
- Finalize the list of compliance-related tasks (On-going)
- Annual Progress Report (Internal due date: 2/21/2020; due date to DoE: 3/6/2020)
- A minor modification will be submitted after the filing of the APR to obtain approval for Year 1 carryover spending plan (More Learning Labs?)
- Looking for a new tool to replace SuccessNavigator (SN)
- Planning for C2C Summer Bridge
- Exploring the possibility of building another Learning Lab



# Suggestions & Questions?

