

CALL TO ORDER

President Moore called College Council to session at 2:05 p.m. The meeting was held via Blackboard Collaborate and Ms. Moore reviewed logistics such as raising hands and muting microphones.

ATTENDEES

Council Members Present: Mary-Rita Moore, Erica Baffa, Christopher Clem, Dayanne Figueroa, Michael Flaherty, Mike Garrity, Audrey Jonas, Kevin Li, James Malarski, Gerardo Porras, Elise Rapala, Susan Rohde, Purva Rushi, Shelley Tiwari.

Council Members Absent: Andrea Bangura, Laura Martin Del Campo.

Others Present: Kelly Aller, Susan Campos, Jean Dugo, Daisy Dujua, Joe Dusek, Humberto Espino, Adrian Fisher, Nancy Guzman, Joe Klinger, Jodi Koslow Martin, Hilary Meyer, John Mlynski, Mark Ozga, Susan Quinn, Gretchen Reyes, Lisa Samra, Angela Staunton, Elvia Villareal, Brenda Jones Watkins, Britt, Christina, Michele.

APPROVAL OF MINUTES

Dr. Flaherty made a motion to approve the minutes of the March 23, 2020 College Council meeting, seconded by Mr. Garrity. The motion carried unanimously by voice vote.

HOT TOPICS

Dr. Flaherty brought up the topic of distance learning after having a number of conversations on the topic. He feels there is a positive reaction to the decision of moving online for the summer, adding that an online summer will afford the opportunity to plan for what face-to-face will look like when we do return to that mode. He noted that there are differences between online delivery and online classes and he has heard about increased absenteeism which should be kept in mind.

Dr. Flaherty reported that faculty have asked about summer classes being taken off the portal and asked when that will be resolved. President Moore commented on the logistics to moving online for the summer. Updates from vice presidents indicate that the summer sections have been adjusted, so the schedule should be ready to go online and for advertising to begin.

Ms. Baffa asked about the fall schedule, as she expected it to be posted today. There was no information available on this topic.

Mr. Malarski asked if the issue of students who do not have Triton email addresses is being addressed. Mr. Garrity responded that all credit students have Triton email accounts. Mr. Malarski asked about Adult Education students; Ms. Moore replied that alternative ways to communicate with that student group is ongoing. Susan Quinn concurred with Mr. Malarski's concern.

OPERATIONAL ASSEMBLY

Mr. Garrity reported that Operational Assembly met on April 6 via Microsoft Team Site and provided the following highlights. Academic Affairs reported a big push for faculty to be set up for remote education. Student Affairs reported on the distribution of computers to students and a change in process for students dropping classes. There was discussion about the different support areas around campus and different platforms being used to contribute to student and staff success.

It was asked if there were plans for issuing more laptops. Hilary Meyer commented that no date has been set at this time.

ACADEMIC SENATE

Dr. Flaherty reported on the following items from the April Academic Senate meeting. Nominations for President of the Academic Senate were received for Christopher Clem and Michael Flaherty. Ballots will be submitted through email and results announced at the next meeting. The Curriculum Committee continues their work and are close to completing the addition of learning objectives to syllabi. Academic & Scholastic Standards brought the revised Academic Placement policy to vote, and it passed Senate unanimously. Policy changes will require that required college readiness English be taken immediately, and sets a time frame for college readiness mathematics. Academic Support had been working on Early Alert prior to the campus closure, and will resume their work by reaching out to instructors individually. Professional Development announced that Leslie Wester is Outstanding Faculty of the Year, and Patrick Kane is Outstanding Part-Time Faculty of the Year, and that the topic for the Fall Workshop will be online learning. The Assessment Committee has started bring-your-own coffee and conversation sessions to discuss successes and challenges of program level assessment, and is preparing for the one day virtual visit from HLC for the Focused Visit on Assessment.

STUDENT SUCCESS

Ms. Tiwari reported that the Guided Pathways Steering Committee and Workgroups have continued their work online, and provided the following updates. The actions, goals, and timeline of the first two pillars of the Guided Pathways project plan are close to completion and will be posted on the Guided Pathways portal page. Along with Communications and Information Technology, the Guided Pathways website for students is under development to provide a streamlined way for students to explore areas of study and how they link with different programs. A Programming Mapping Workgroup launched a few weeks ago led by the Transfer Center Director and Sheldon Turner. More faculty are needed for this workgroup whose work will continue over the summer. Lastly, Ms. Tiwari asked for ideas for avenues to continue to share and strengthen communication on guided pathways.

OLD BUSINESS

ANNUAL COLLEGE COUNCIL SURVEY

Dr. Rushi reported that the survey was distributed and is set to close on Thursday, April 23. Council members were asked to remind the groups they represent to take the survey. Upon

discussion, it was determined to extend the deadline for completing the survey to next Monday, April 27.

STRATEGIC PLAN DEVELOPMENT

Dr. Rushi provided the following informational update. The Strategic Plan portal site launched prior to the campus closure, and Council was encouraged to visit the website to keep informed. The Strategic Plan Development Team is working on a data book to be used as a source to develop the goals for the next plan that will begin in summer of 2021. A process is being developed to name new shared values to support the college's new mission and vision. This will be shared with Council next month.

NEW MID-MANAGEMENT & CLASSIFIED MEMBERS

It was announced that Mid-Managers pursued a different process for determining their representatives to various campus committees, and they appointed Vezire Osmani from CAAS to serve on College Council. For Classified, Dayanne Figueroa has asked to continue serving. Therefore, it is not necessary to hold elections for these representatives. Mr. Porras was thanked for his service as Mid-Management Representative.

HLC FOCUSED VISIT

The one-day virtual HLC Focused Visit on Assessment will be held in one week, on Monday, April 27. Dr. Rushi reviewed the visit agenda which will include meetings with assessment leadership Lauren Kosrow and Christopher Clem, the Academic Senate Assessment Committee, Assessment Fellows, and conclude with President Moore and Vice President of Academic Affairs Susan Campos. After the visit, preliminary written feedback will be received with a final report forthcoming in a couple of months. A one-day physical confirmation visit will be scheduled in September. President Moore expressed her appreciation of everyone engaged in the assessment efforts, particularly the fellows and assessment committee. Everyone was encouraged to visit the assessment and accreditation portals to view the evidence gathered.

NEW BUSINESS

ONLINE LEARNING AND SUPPORT

Ms. Moore announced that she asked Vice Presidents Campos and Koslow Martin to attend and share what is occurring as the college works through the stay at home order.

Dr. Campos commented on her pride in everyone's efforts and perseverance for the benefit of students, and provided the following update. She recognized that there is a difference between online classes, with the teacher fully trained in online pedagogy, and using an online platform to teach a class. Emergency remote learning is the term to describe what Triton and most schools are doing right now. There are many resources available to assist faculty with remote learning, including Blackboard Help—an online platform for faculty to come with questions, eight faculty mentors, training videos, and CTE training sessions. Also, knowing that the summer will be online, there is available a self-directed platform of three modules to become an online teacher.

Dr. Campos discussed the communication taking place, including weekly academic updates to inform faculty what students are hearing, assistance available, tech help, and encouragement. Regarding the summer schedule, a great deal of background work has gone into its production, and it will be completed soon. Guided Pathways work is ongoing, and will continue through the summer. For programs that require a hands-on proficiency demonstration such as health careers, auto, or welding, plans are being developed, depending on when we can be back on campus and following distancing rules, but much depends on the guidelines the college receives from the State of Illinois. Planning is underway for the anticipated adjustments when the campus re-opens.

Vice President of Enrollment Management & Student Affairs Dr. Jodi Koslow Martin echoed Dr. Campos' sentiments of appreciation and pride, as she has experienced staff responding with a spirit of welcome and care. She provided the following update. Over 130 students were offered laptops as loaners, and remaining Chromebooks will be specifically for Adult Ed students. A new process was developed for student withdrawal, ensuring that students speak directly with someone to explore options and ensure that any financial aid isn't affected. When remote learning began, about 100 students dropped, and as of April 15, about 220 student have adjusted their schedules. Credit vouchers are being given for classes dropped so students can take the class later. A virtual navigator system is being launched, with staff being trained to be point persons to an online class to assist students. With the federal CARES Act funding coming to schools, ways to distribute funds to students in need are being considered.

Dr. Campos discussed email connectivity with Adult Ed students, noting that technology and access are challenging. Outreach is ongoing and a specific software is being used to reach out to students by text. Adult Ed courses will all be online this summer, through an outside source, as it will take time for the college to develop its own. Constitution courses will also be offered online.

Dr. Flaherty asked how the drop rate compares with other semesters, and Dr. Koslow Martin indicated that this will be explored.

NEXT MEETING

The next meeting of College Council is May 18, 2020, 2:00 p.m. – 4:00 p.m. potentially through Blackboard Collaborate.

OTHER

Ms. Moore reported that the committee assessment tool for Academic Senate and Operational Assembly will be distributed soon.

ADJOURNMENT

Dr. Flaherty made a motion, seconded by Ms. Figueroa, to adjourn the meeting. College Council was adjourned at 2:54 p.m.

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