

ATTENDEES

Council Members Present:

Mary-Rita Moore, Erica Baffa, Andrea Bangura, Christopher Clem, Humberto Espino, Dayanne Figueroa, Michael Flaherty, Mike Garrity, Audrey Jonas, Vezire Osmani, Gerardo Porras, Elise Rapala, Susan Rohde, Purva Rushi, Shelley Tiwari, Megan Sroka, Kurian Tharakunnel.

Absent: Kevin Li, James Malarski.

Others Present: Hannah Ballas, Susan Campos, Derrell Carter, Denise Jones, Jodi Koslow Martin.

WELCOME & INTRODUCTIONS

President Moore called the meeting to order at 9:02 a.m. and welcomed everyone to the College Council Planning Meeting/Retreat. She acknowledged Council members completing their service: Elise Rapala, Gerardo Porras, and Mike Garrity. Introductions were made around the room.

COLLEGE COUNCIL ORIENTATION

President Moore shared the College Council Purpose Statement:

The College Council is an advisory body to the College President that provides multiple viewpoints on college-wide initiatives, including strategic planning, accreditation, and student success. As the College's central shared governance committee, Council members facilitate communication on institutional matters across its represented employee groups.

The Shared Governance model was shared, with the relationships between the President, College Council, and Academic Senate and its subcommittees and Operational Assembly and its working groups reviewed. The Shared Governance model is available on the College Council website, along with meeting schedules and minutes from previous meetings. Council members should encourage their groups to visit the website for information.

Communication Guidelines for Council members were shared for representatives to refer to in obtaining and disseminating information.

STRATEGIC PLAN DEVELOPMENT

Dr. Rushi reported that 485 employees participated in the Shared Values survey in June. The recommended Shared Values and themes for the new Strategic Plan will be presented to the Board of Trustees at their meeting tomorrow and will then be shared campus-wide.

DIVERSITY, EQUITY, AND INCLUSION (DEI)

AVP of Communications & Institutional Advancement Derrell Carter provided an update on the college's engagement with The Kaleidoscope Group who held focus groups and listening sessions this spring, with a final report received in June. Cabinet is in the process of reviewing the report and developing a strategy to be announced this fall. A key finding in the report is a need for greater education, and monthly administrators meetings are now taking place with discussions regarding developing a unified awareness for DEI at Triton College. President Moore added that she has been educating herself personally and professionally and will continue to do so, as she is committed to professional development in the area of DEI.

GUIDED PATHWAYS

Ms. Tiwari, along with Senior Research Associate Hannah Ballas and Dean of Student Engagement Denise Jones, provided the following update on Guided Pathways accomplishments and goals. The definition of guided pathways for Triton College is: *A structured framework to redesign the student experience at Triton College from entry to exit.* There is a Steering Committee along with four workgroups: Program Mapping, Student Onboarding, Technology, and Communications & Marketing. Highlights of accomplishments for last year include the grouping of all credit programs into seven areas of study, drafting program maps, creating a Guided Pathways website which is anticipated to launch in August, redesigning New Student Orientation, and implementing processes to reduce enrollment barriers. Goals for the fall semester include approval and integration of mapping with the curriculum process, refining the website, integrating areas of study into the student application process, and re-designing the first year experience.

Council members participated in an activity to gain familiarity with guided pathways vocabulary.

FY 20 ASSESSMENT AND FY 21 GOALS

Dr. Rushi led discussion on assessment of the College Council's goals for the 2019-2020 academic year, which were:

1. *Council will provide oversight on the preparation of the HLC focused visit on assessment.*
There was consensus that Council met this goal.
2. *Council will provide feedback on Guided Pathways planning.*
Council members agreed that this goal was met. Suggestion was made that the goal be repeated for this year as more specific material is developed. Comments included that Council be more active participants and that Guided Pathways needs to be presented to non-faculty employees.
3. *Council will strengthen communication from Council Representatives.*

There was discussion that communication has been an ongoing goal over the years. Comment included that it will be helpful for appointed representatives to engage more in communication efforts.

Dr. Rushi led the discussion on the development of FY 21 Goals which included the following.

- Suggestion was made for a goal to determine solutions to address remote learning and challenges therein, with a collective conversation about how it's going, and data to support decisions made.
- Suggestion was made that more discussion is needed where College Council members can weigh in, rather than only bringing presentations about items already decided.
- Suggestion was made to intentionally make DEI a part of College Council goals.
- Suggestion was made to present closure of issues; maybe issue reports with the conclusion of a taskforce.
- Suggestion was made that communication is needed to departments more often. Additional comment was made that communication is pillar to the entire institution.
- Suggestion was made that with the creation of the new Strategic Plan, Council may want some level of participation.

Dr. Rushi commented that she will draft the suggestions into actionable goals with outcomes to present to College Council. There was discussion about how to bring items to Council for discussion and feedback. President Moore asked that the time between meetings be used to solidify goals so they are in place for the new academic year.

COLLEGE Q & A

VP of Academic Affairs Susan Campos discussed the course offerings for the fall, with 25 percent of classes having some components on campus, including technology, health careers, science labs, HIA. Faculty and Adjunct Faculty are encouraged to participate in professional development training for online instruction and online pedagogy. Dr. Campos noted that faculty and students have been on campus this summer completing hands-on work and are doing well following safety guidelines. She announced that the fall workshop will be in virtual format. In response to a question about what classrooms will look like, it was noted that facilities staff has been checking every room on campus to make accommodations to seating capacities following the 6 feet distancing guidelines. In some areas, students will be issued face shields to be worn in addition to face masks.

In response to a question about students who have on-campus class components and also online only classes, it was reported that spaces on campus where social distancing can be practiced and technology is accessible are being identified where students can go to attend their online classes.

VP of Enrollment Management & Student Affairs Jodi Koslow Martin reported that the B Building is being readied for students who wish to talk to someone face to face. There will be

a tent or designated area with someone to answer questions, verify the health of visitors, ensure that masks are worn, and get individuals into the queue to meet with a staff member.

There was a question about the “apply” button on the website and concern that making a student create an ID and password might seem like a barrier. Dr. Koslow Martin stated that an account does need to be created but that the communication needs to be clearer and more positive. Mr. Garrity added that creating an account is not new, but it may look different because this is a new responsive design that works well on a mobile device, which is easier for students and more streamlined.

Question was raised about handling a person who refuses to wear a mask. President Moore noted that there has been a lot of conversation about this, which is a shared responsibility, and there will be a communication out by August 3. Dr. Campos noted that there is signage about the mask requirement all over campus.

NEXT MEETING

President Moore thanked everyone for attending. The next meeting of College Council is August 31, 2020, 2-4 pm. It will be a virtual meeting, possibly on a different platform for better connectivity.

ADJOURNMENT

The meeting was adjourned at 12:23 p.m.

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