

CALL TO ORDER

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

ATTENDEES

Council Members Present: Mary-Rita Moore, Andrea Bangura, Christopher Clem, Humberto Espino, Dayanne Figueroa, Michael Flaherty, Kevin Li, James Malarski, Vezire Osmani, Susan Rohde, Purva Rushi, Shelley Tiwari, Kurian Tharakunnel.

Others Present: Sandra Berryhill, Susan Campos, Derrell Carter, Raquel Cotuno, Michael Henson, Diane Hope, Denise Jones, Tomer Kanan, Patrick Kane, Joe Klinger, Jodi Koslow Martin, Lauren Kosrow, Colleen Rockafellow, Jessica Rubalcaba, Lisa Samra, Christina Skasa, Sean Sullivan, Norma Villasenor, Brenda Jones Watkins, Leslie Wester, Linda Wilkins.

APPROVAL OF MINUTES

Dr. Flaherty made a motion to approve the minutes of the April 19, 2021 College Council meeting, seconded by Ms. Figueroa. The motion carried unanimously.

HOT TOPICS

None.

OPERATIONAL ASSEMBLY

Kurian Tharakunnel reported that Operational Assembly met on May 10 and provided the following highlights. Academic Affairs reported that Andrea Blaylock and her student team made it to the U.S. Department of Energy Solar District Cup Collegiate Design Competition finals, the only community college to do so. They also reported that Triton is part of a consortium awarded a U.S. Department of Labor H1B Grant. Student Affairs reported that in-person New Student Orientation will be starting June 1. Business & Facilities reported they are getting quotes for the installation of artwork in the J Building. Human Resources reported they are preparing to offer the SURS deferred compensation 457(b) plan and are developing further implicit bias training for search committee members. Technology reported on its continued work with Blackboard and CRM Advise. Diversity reported on meeting with the Kaleidoscope Group and that DEI training for administrators will continue in May and June.

ACADEMIC SENATE

Michael Flaherty reported on the activities of Academic Senate and its subcommittees in May as follows. The Senate discussed the combining of the course outline and syllabus with sample documents provided by the Curriculum Committee. Curriculum will continue their exploration of this into the fall semester. Curriculum also reported on new certificates, including with the Police Academy and truck driving, as well as curriculum mapping. Academic Standards has also been discussing the syllabus change and is recommending changes on the portal for petition submission, part of their ongoing work with the student withdrawal issue. Academic Support is discussing co-requisite courses and there was a presentation on ideas for setting up tutoring meetings. Campus Quality is looking at faculty concerns about air quality during the pandemic.

Professional Development has forwarded their proposal for the Fall Workshop and is seeking ideas for greater involvement in the Faculty of the Year Award process. Online Education & Technology reported that Blackboard and online teaching pedagogy help will be available during summer.

Dr. Flaherty concluded that Academic Senate does not meet over the summer, and their next meeting will be held in the fall semester in September.

STUDENT SUCCESS

Shelley Tiwari reported that program mapping is almost 100% complete, with several more maps going through Curriculum Committee in May. New programs approved this semester will be mapped over the summer. The Pillar One group is creating a college-wide communication process to embed new curriculum so that key areas are aware when new curriculum is approved or changed. The Curriculum Office is working with IT to get program maps on the website until the Watermark smart catalog is redesigned. The Pillar Two group is working on the first year experience and also implementing CRM Advise.

Dean Denise Jones presented a high-level overview of CRM Advise, describing it as a responsive student tracking system that is aligned with interventions and resources to help students stay on the pathway, persist, progress, and complete. Staff and faculty are able to work as a team using this streamlined and centralized space for student information. Training is scheduled with Advisors in the next couple of weeks and a rollout of CRM Advise will occur in the fall.

OLD BUSINESS

ANNUAL COLLEGE COUNCIL SURVEY

Purva Rushi provided highlights of the survey results as follows. There was a record high participation rate with 319 submissions. People are aware of the Shared Governance Model, but not as many as two years ago. President's Corner is where many people get their information about College Council. Half of the respondents say they don't know their Council Representative. There was a high amount of neutral or not applicable answers, and there was a high number of people who did not report their employee group. President Moore commented that at the College Council Retreat in July, survey results will be used in developing next year's Council goals.

STRATEGIC PLAN DEVELOPMENT

Purva Rushi discussed the Strategic Plan, which officially begins July 1, 2021, as follows. Each of the three goals of the plan will have one-year action plans under each to move the goal forward. Key Performance Indicators have been developed for year one, and progress will be reported quarterly to College Council, Academic Senate, and Administration with feedback actively sought. Also, the Strategic Plan portal page will outline all of the steps and allow feedback. Here are the Action Plans for year one, FY 22.

Goal 1. Assure quality and innovation in teaching and learning to increase student recruitment, retention, and completion.

Action Plan 1: Strengthen instructional engagement across all courses.

Action Plan 2: Develop courses, degrees, and certificates in a variety of formats, including accelerated and online formats.

Goal 2. Cultivate a diverse, equitable, and inclusive work environment that fosters employee engagement to support students.

Action Plan 1: Expand DEI employee professional development.

Action Plan 2: Increase social events and recognition of employees.

Action Plan 3: Conduct a “DEI Audit” of employee policies and procedures.

Goal 3. Strengthen the College’s relationships with the community and prepare students to enter the local workforce.

Action Plan 1: *Host Triton Invitational Series* in academic and student development areas.

Action Plan 2: Implement “*Getting Hired: Panel Discussions with Employment Professionals.*”

NEW BUSINESS

HIGHER EDUCATION EMERGENCY RELIEF FUNDS (HEERF)

Vice Presidents Sean Sullivan and Jodi Koslow Martin reported on HEERF federal funding from three sources: CARES - Coronavirus Aid, Relief, and Economic Security; CRRSAA - Coronavirus Response and Relief Supplemental Appropriations Act; and ARP - American Rescue Plan; as follows. All three sources have institutional, student, and minority-serving components. Total funds awarded is over \$33 million. Institutional funding is used to reimburse the college for money spent dealing with the pandemic (e.g. PPE, cleaning, salary and essential worker pay), and student relief funds are disbursed for tuition waivers and help with students’ living expenses. The PowerPoint presentation given that details funds allocated, actually received, and distributed to date is included as part of these minutes. The process and distribution of funds to students was discussed and is also detailed in the attached. It was noted that the college is striving to manage the dollars in a way that helps the greatest amount of people as possible.

COLLEGE COUNCIL MEMBERSHIP

A draft of FY 22 College Council Membership was included in the agenda packet. President Moore commented that student Megan Sroka has concluded her term and new TCSA President Jasmin Garcia will be joining Council going forward. She recognized Christopher Clem’s very active term as he concludes next month, and announced that Michael Henson from CIS will be joining Council in July. Hourly representative Erica Baffa has

started a new role in the Transfer Center as a Classified employee and was recognized for her contributions. President Moore asked Council to advise her on an Hourly replacement.

FY 22 COLLEGE COUNCIL MEETING SCHEDULE

A draft of the FY 22 meeting schedule was included in the agenda packet. Council was asked to review the dates. A half-day Retreat will be planned in July, with new and concluding members invited for the transition. The Retreat and FY 22 meetings are planned to be held in person. The possibility of holding meetings both in person and virtually will be discussed at the Retreat.

NEXT MEETING

The next meeting of College Council is June 21, 2021 on Microsoft Teams.

ADJOURNMENT

Ms. Figueroa made a motion, seconded by Mr. Li, to adjourn the meeting. College Council was adjourned at 3:33 p.m.

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