

Members Present: Purva DeVol, Mike Garrity, Hilary Meyer, Katie Rullo, Kurian Tharakunnel, and Shelley Tiwari

Members Absent: Joe Klinger, Mark Kouria, and Colleen Rockafellow

Others Present: Melissa Ramirez Cooper, Dominique Dial, Toni Johnson, Denise Jones, Shekinah Lawrence, and Jason Lemberg

Meeting started at: 2:32 pm

Approval of Minutes

A motion to approve the minutes from the February and March meetings was made by Katie Rullo and seconded by Mike Garrity.

Student Representative, Mark Kouria

- No report

Academic Affairs, Katie Rullo

Arts & Sciences:

- Tina Mote (Math Faculty):
 - Received the Suanne Davis Roueche Faculty Scholarship to attend NISOD's 2025 Annual Conference in San Antonio.
- Tuan Dean (Math Faculty):
 - Featured in a student's essay for NISOD's 2025 Student Essay Contest.
 - Though not a winning entry, NISOD shared the story to highlight his positive impact.
- Theatre Production – *The Book of Will*:
 - Performances are scheduled for April 18, 19, 25, and 26.

Adult Education:

- Staffing:
 - Mary Kate Hageman began as the newest CTS (Completion & Transition Specialist) on March 17.
- Microsoft Office Specialist (MOS) Integrated Education and Training (IET) Course:
 - An 8-week course ran January 28 to March 25, 2025, in partnership with Continuing Education.
 - 12 students enrolled; currently completing Microsoft Word certification exams.
 - The first 2 students passed the certification.
 - Plan to offer 3 MOS IET courses per fiscal year:
 - 1 in Fall, 2 in Spring.

Business & Technology:

- Calvin Washington II (Business Faculty):
 - Selected as the 2025 ACBSP (Accreditation Council for Business Schools and Programs) Associate Degree Teaching Excellence Award recipient.
- New HVAC (Heating, Ventilation, and Air Conditioning) Program Information Session:

- Scheduled for April 24, 6 PM in Room T-106.
- SkillsUSA Competition:
 - 23 Automotive students qualified for the state SkillsUSA Competition.
 - Competing in Peoria, IL (April 23–26).

Continuing Education

- PEPA (Pre-Employment and Pre-Apprenticeship) Academy Luncheon (April 4):
 - Hosted 20 industry partners from healthcare and manufacturing sectors.
 - Presented the PEPA Academy's mission and engagement opportunities (employee enrollment, tours, hiring events).
 - Showcased Triton's Center for Business and custom workforce training services.
 - TriCafe catered; strong partner engagement and commitment reported.
- Spring Break Youth Program (*in partnership with District 97 (Oak Park) and Friday Night Place*):
 - Held March 24–27, 2025, 9:30 AM – 2:30 PM.
 - 31 students participated, selecting from majors:
 - Space Science, Dental Assisting, Primary Education, Pharmacy, Horticulture, Radio Broadcasting.
 - Daily gym recreation time and final-day project showcase.
 - Courses taught by Triton faculty specialized in each area.

Early College:

- Upcoming Orientation:
 - Thursday, May 29 (extended schedule: 9 AM – 3 PM).
 - Expanded to better support the incoming cohort with additional resources.

Student Affairs, Hilary Meyer**Academic Success:**

- Library:
 - Hosted Homeschool Open House & Easter Egg Hunt on Friday, April 11.
- TRIO and TRIUMPH & SURGE:
 - Held an Open Mic event in the Library on April 10.
- CRM Advise & Self-Service:
 - Jason Lemberg and Jo Perez presented their work at the Ellucian Live Conference.

Admissions:**Events:**

- Pathways Spotlight: Diesel Transportation Technology
 - Thursday, April 10, 4:00 PM via Zoom.
- Automotive Tours during 5th Annual Car Show
 - Sunday, April 27 (Rain Date: May 4)
 - Tours at 10:30 AM, 11:30 AM, and 12:30 PM
 - Check-in 15 minutes before at the T-Building Lobby.

High School Group Visits:

- C-CAP Campus Tour:
 - Friday, April 4, 10 AM–1 PM, at Café 64.

- Frederick Douglass High School:
 - Wednesday, April 16, 10:30 AM–1 PM, Room B-170.
- Elmwood Park High School:
 - Thursday, April 24, 9 AM–2 PM, Room B170-A.

Fall 2025 Registration Rallies (*Admissions + Advising*):

- Dates:
 - Wednesday, May 14
 - Wednesday, June 18
 - Tuesday, July 15
 - Time: 9 AM–4 PM @ Welcome Center (B Building)
- Walk-in support for new/current students:
 - Admissions, academic advising, financial aid, tours (10 AM & 2 PM), and student services available.

Retention & Student Engagement:**Advising:**

- Fall Registration Kick-Off Week:
 - Week of April 28
 - Walk-in advising available:
 - Mon–Thurs: 9 AM–4 PM
 - Fri: 9 AM–3 PM

Transfer Center:

- On-the-Spot Admissions Event:
 - April 28, 10 AM–1 PM, in front of Transfer Center (Building B).
 - Five universities will conditionally admit students for Summer/Fall 2025.
- Transfer Students Celebration Luncheon:
 - May 1, 12–1:30 PM, Art Gallery (Building J).
 - Honors students transferring for Summer/Fall 2025.

Testing Center:

- High School Senior Testing Season:
 - April 10: Elmwood Park
 - April 15: Riverside-Brookfield
 - April 16: East/West Leyden
 - April 22: Oak Park and River Forest (OPRF)

Business Services, Colleen Rockafellow (report submitted electronically)**Communications**

- WRRG Radio Station 50-year Anniversary
 - [Anniversary Open House](#) taking place Monday, April 28 at 3 p.m.
 - Managing media interest surrounding WRRG's anniversary—Chicago Tribune, Pioneer Press, and Illinois Entertainer
- April is Community College Month. Communications Department activities include sharing student success stories with the ICCB; generation of media materials (news releases) and exploring opportunities for op-eds on the value of community colleges.

- Communication strategic planning for the rollout of new academic programs and development of a template for creating academic program landing pages.
- Communication Support for Wall of Fame Inductees. Stories and videos were produced featuring this year's honorees:
 - [Michele Fiore](#), TV/Radio Journalist and Media Specialist
 - [Albin Lechowski](#), Owner and President of HVAC-Carrier Dealership
 - [Nicholas Steker](#), Franklin Park Department Battalion Chief
 - [Madonna Fantetti Slepicka](#), River Forest Chocolatier

Stories have garnered media interest with reporters at the Chicago Tribune and Pioneer Press (media links forthcoming).

- Video production work includes partnering with the Education Department on the development of a podcast series; video on the benefits of 8-week terms; 2025 Commencement and more.
- Content production planning for the summer edition of CONNECT, which serves as our community-facing publication about Triton College.

Financial Aid:

- Award letters for Fall will be distributed in the next few weeks
- A new Scholarship platform will be rolled out on July 1
 - More student friendly
- Fall registration rallies
 - May 14, June 18, July 15
 - 9am-4pm on campus

Marketing:

- Summer CE (Continuing Education) guide has gone to press, will hit houses in next few weeks.
- April is Community College month, supporting the efforts by promoting on social media.
- Car Show
 - End of the month – look for signs, banners, maps, social and various print collateral.
- Postcard to students attending other universities home for summer, living in our district.

Human Resources, *Joe Klinger*

- No report

Information Technology, *Mike Garrity***Modern Campus Website Redesign:**

- Active collaboration with Modern Campus multiple times a week.
- There is current work through notified design frames and beginning CMS buildout.

Fall Registration Prep:

- Coordinating with IT, Scheduling, Curriculum, and other departments.
- Ensuring fee changes and recently approved curriculum updates are ready—despite the late timeline.

Curriculum System Review:

- Exploring replacements for Watermark Curriculum and Assessment Management and SmartCatalog.
- Reviewing platforms including CourseLeaf, Modern Campus, and Curriculog.
- Goal: consolidate systems and possibly include syllabus management.

TutorTrac Upgrade:

- Transitioning from TutorTrac to TracCloud (SaaS version).
- Kickoff meeting completed and project underway.

Wireless Network Upgrade:

- Scheduled for week of May 26:
 - Replacing 60 of the oldest access points during the week.
 - Friday cutover to Aruba Central, a modern SaaS wireless controller.
 - Includes knowledge transfer session.
 - Minimal user disruption expected—brief access point downtime only.

Digital Signage Platform Review:

- Evaluating vendors to replace the outdated campus digital signage (Plasma TV CMS).
- Goal: upgrade backend platform (currently maintained by IT) to allow more flexible content streaming.
- The new system will still require a network connection/player PC but offer more modern control.

Triton Troupers Circus Online Ticketing:

- First year selling tickets online in collaboration with IT.
- Over 3,000 tickets sold online—a successful pilot.

DEI, *Purva DeVol***Arab American Heritage Month:**

- Shared national stories and experiences via Zoom.
- Highlighted a national website showcasing Arab American contributions.
- Upcoming Heritage Month Planning (May):
 - Jewish American Heritage Month
 - Asian American and Pacific Islander Heritage Month
 - Haitian Heritage Month

Guided Pathways, *Shelley Tiwari***Program Map Process Review:**

- The original process developed several years ago is now being reviewed and updated.
- Needed due to:
 - Program changes (additions, revisions, inactivation).
 - Personnel changes and communication gaps.
 - Tracking issues and missed actions.

Stakeholder Engagement:

- Met with all relevant departments and stakeholders to clarify their roles.
- Focus on ensuring everyone knows when and how they are notified of program updates.

- Example: Early College, Academic Success, and Retention Alert were not part of the original process but now need to be included.

Improved Communication Flow:

- Ongoing meetings (e.g., with Communications and Marketing) to improve internal communication about program changes.
- Area of Study website is being updated in coordination with these efforts.

Program Approval and Notifications:

- Clarified the flow from ICCB (Illinois Community College Board) approval to stakeholders and platforms.
- Added Accreditation Office to the notification list for new degrees/certificates that meet certain thresholds.
- Ensured Financial Aid is included when Department of Education approval is needed.

Research, Kurian Tharakunnel

SENSE Survey Results (Spring 2025):

- SENSE (Survey of Entering Student Engagement) conducted Fall 2024.
- National benchmarking tool focused on first-year student experiences.
- 65%+ response rate, above the national in-class average of 50%.
 - Included 350+ new students based on internal indicators.
- Measures six engagement benchmarks:
 - Early Connections
 - High Expectations and Aspirations
 - Clear Academic Plan and Pathways
 - Effective Track to College Readiness
 - Engaged Learning
 - Academic and Social Support Network
- Above national average in 3 benchmarks:
 - High Expectations and Aspirations
 - Clear Academic Plan and Pathways
 - Academic and Social Support Network
- Biggest improvement (2014–2024):
 - *Clear Academic Plan and Pathways* → Reflects positive impact of Guided Pathways and advising efforts.
- Areas for improvement:
 - Early Connections and Engaged Learning → Lowest scores.
- Results and reports (frequencies, means, special items like "culture of caring") available on the Research Portal.

Annual Student Satisfaction Survey (Spring 2025):

- Survey launched this week; open for 3 weeks.
- New administration method:
 - Link accessible via QR codes, flyers, student portal, and Blackboard.
 - Designed to increase accessibility and boost declining response rates.
- Two new survey questions added:
 - Use of AI in student learning.

- Motivations for enrolling in 8-week courses.
- Incentives offered:
 - Entry into raffle with 5 bookstore gift cards and a grand prize of one free 3-credit course.
- Exclusions:
 - Students under 18 (e.g., dual credit students) are excluded from participation.
- Faculty and staff encouraged to promote the survey at all student touchpoints.

Next meeting: Monday, May 12, 2025, 2:30–4 pm

*Meeting adjourned at: **3:08 pm***

Submitted by
Xavier Skinner