

## Meeting Notes

### Attendees - via Microsoft Teams

Kurian Tharakunnel, Mike Garrity, Jacqueline Lynch, Colleen Rockafellow, Hilary Meyer, Purva Rushi, and Shelley Tiwari.

*Meeting started at 2:36 pm*

### Committee Updates

#### Academic Affairs Rep (J. Lynch):

- Business & Technology is wrapping up their spending of Perkins funds, replacing lights in the automotive lab. They are running the GLO and Gadget camps, Architecture and Construction for middle schoolers and housing the Junior Artist and Robo camp. B&T is also hiring a Honda faculty member who has already accepted and have an ongoing search committee for Construction.
- Health Careers some of the data that was shared was Board pass rates; Ultrasound-abdomen specialty, 95%+; Physics + Ob, 100%; others, TBD. Both, Ultrasound and Radiology have 100% employment rates among the May graduates. GEER 2 online course development (19 courses) peer reviews are wrapping up. Hiring positions for faculty have been posted, 2 for Nursing and 1 Surgical Tech. One of the Nursing faculty is ready to be hired.
- Adult Ed had their graduation on May 21<sup>st</sup>. There were 61 program completers, 16 “beginner to completer”, 2 new citizens, 12 health career graduates supported by Westlake scholarship, 18 Board of Trustees scholarship recipients, 19 National Adult Education Honor Society inductees, and 25 GED graduates. A grant application was submitted for \$1.8M for the FY23 funding. The program review has been completed and submitted. Adult Ed is hiring 2 Completion Transition Specialists, 2 Office Assistants and 1 Tech Coordinator.
- No updates from the Continuing Ed and Arts and Sciences areas.

#### Student Affairs Rep (H. Meyer via email):

- New Student Wednesdays is going on every Wednesday in June and July from 10 am-6 pm. NSOs will begin Tuesday June 28, in-person and online throughout the summer as well as adult learner specific orientations. Special graduation for Project Achieve students on July 11 in the Art Gallery from 5-7 pm. Project Achieve will be sunset and replaced by the SEED program for students who could benefit from employment, life and independent skills.
- EMSA departments are supporting students through the rollout of MFA. Communications are being sent out to students and families for MFA awareness and learn about the context behind it to move forward and continue with Fall enrollment

without a barrier.

- During College Council, Derek Salinas-Lazarski shared that pop-up tutoring for math and writing is available in the skyway of building F. As hiring for tutoring continues the pop-up tutoring ideas will expand to other areas with a lot of challenges.
- OA discussed the academic calendar and if it should be published on the website, since it's used for overall planning. Jacqueline Lynch will bring up the topic in the next Academic Deans meeting.
- Through ECMC's Project Success there is a free opportunity for a text based nudging platform through Mainstay. The platform will be able to function in multiple languages. As that gets up and running, more details will be available.

#### **Business and Facilities Committee (C. Rockafellow):**

- Horticulture and HIA are planning on doing a Triton Farm Stand. The produce that they are growing will be available for purchase. Chef Manny will be doing cooking demonstrations. This summer pilot is for college employees and may be available to the community later on.
- Marketing updates include the fall schedule going out to press. The CE guide is going out by the end of July. Marketing is also working with the Fitness Center for this fall. Students who are taking 12 or more credit hours will be able to use the Fitness Center as part of being a student on campus. Students who are taking less than 12 credit hours would have to pay \$40. Details are still being worked on.
- A tentative budget is going to the June board meeting. FY 23 submissions are available on the portal, however, there's a waiting period until the budget's approved. A communication will be sent out to cost center managers to review their numbers as well as cost neutral changes.
- A new mileage rate update for travel will be going out to staff on July 1<sup>st</sup>.

#### **Human Resources Committee (J. Klinger):**

- No update

#### **Technology Rep (M. Garrity):**

- Multi Factor Authentication for email has been turned on for all staff and students and it was the last portion completed to update the insurance application this year.
- The phone system has been updated. Limited licenses are available for staff to check their voicemail from their smartphones.
- Weekly meetings have been happening with Ellucian to work on self-service. Ellucian is ending all of the colleague functionalities under WebAdvisor and pushing everything into self-service.

- The annual Triton College financial audit is underway which includes the subcomponent of IT audit. is reviewed through this audit along with 40 different list items such as security access and reviewing of every fab.
- Blackboard to Blackboard Ultra is underway. Blackboard courses are moving to Ultra. The first transition is having the old shell functionality while being housed in the new environment. The second step is taking the existing shells and rebuilding them in Ultra with new functionality as well as some of it going away.
- The Blackboard Train the Trainer contract is being finished to train staff and faculty here. This will also allow us to take over future faculty trainings.
- A new faculty evaluation platform called BLUE is being implemented and is related to online learning.
- Single sign-on work is still ongoing for online classes.
- Processing daily vaccination cards, weekly testing, and adding and moving student holds through Cleared4.
- Wait-listing is live for the fall semester with a pilot of four courses. Denise Jones is working on verbiage together to put a wait listing website up to inform students of what how it works. For the spring term, work will be done with Curriculum and Scheduling in order to add many more courses.
- As a reminder, OA has to meet the subgroup for the ICCB gender reporting.

**DEI Framework Committee (P. Rushi):**

- No update

**Guided Pathways (S. Tiwari):**

- GPS committee has completed 3 years of work and looking for their work to be institutionalized. First step was to find organizational homes to own some of the elements and processes that have been established. GPS is recommending that Pillar 1 continue to meet on an as-needed basis. Pillars 2 and 3 will continue current work and future goals under the divisional area. Pillar 4 work will continue work on promoting and scaling the use of high-impact practices.
- The GPS committee has completed the initial charge and achieved the assigned goals. Any future steps will need to be looked into to determine the appropriate structure.
- Outcome assessment is an ongoing activity. Feedback from OA is encouraged and welcomed.

**Research (K. Tharakunnel):**

- Research has welcomed Julio Delgado, the new Data Analyst. He began his position this week. An additional Data Analyst staff member will be starting soon.

- The Annual High School Market Share report has been finalized and completed. This report provides information about the percentage of in-district graduates that come to Triton. Overall the market share percentage has gone down in the past couple of years. The full report will be available on the portal sometime next week after being shared during the DVR meeting.
- The High School Placement report has also been finalized and will also be shared with Superintendents during the next DVR meeting. This report shows the placement for college level reading, writing and math. The full report will be available on the portal sometime next week.

**Student Rep (Daniel Aguilar):**

- No update

**Old Business****FY22 Goals:**

1. Kurian will complete the list of recommendations for sustaining pandemic period processes and will be share with everyone for feedback before sharing with President Moore.

**New Business**

- Everyone agreed on keeping the same weekday and time for FY 2023 meetings. Location and dates will follow.

*Meeting adjourned at 3:40 pm.*