

## Meeting Notes

### Attendees – via Microsoft Teams

Joe Klinger, Hilary Meyer, Colleen Rockafellow, Purva Rushi, Kurian Tharakunnel, Shelley Tiwari

*Meeting started at 2:33 pm*

### Committee Updates

#### Academic Affairs Rep (P. Jensen via email):

- Business and Technology welcomed their new Associate Dean Alexandria (Alex) Terrazas, joining us from Moraine Valley. Her office is next to Jennifer's in the T building.
- There was a successful Business and Accounting "Executive Series" event last week with guest speaker Matthew Griffin of "Combat Flip Flops" (TED Talk, Shark Tank episode update) addressing students, staff and faculty.
- In the college's first semester as part of the H1B grant consortium 12 students were accepted with full tuition and fees awards.

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

- EMSA identified student learning outcomes such as financial literacy, inclusivity, leadership, navigating resources, and relationship building.
- Learning objectives have also been identified and metrics are being finalized
- Through their involvement with Guided Pathways; Pillars 2 and 3, EMSA is reviewing and assessing efforts to ensure student retention and success

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

- Still working on quotes for the installation of the art work in J building.
- The Business Services committee is in discussions to bring in new team members on to the committee due to retired members. Recommendations have been made for team members such as an adjunct, a police officer and someone from marketing.
- Business Services continues to work with the matter of the electric car charging stations on campus. Emily Black, Triton's sustainability coordinator is working to obtain a grant through IGEN to help in offsetting the budgeted cost of \$20,000 for equipment.
- The FY22 budget presented to the board last month and was approved.
- The audit went to the board with no adverse findings.
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**Human Resources Committee**

- The HR committee has been working on bringing the college into compliance with the vaccinations or test mandates. The committee continues to work with union representatives to make sure all employee groups who are not vaccinated, test on a weekly basis and upload their test results in order to stay in compliance.
- Joe reminded everyone who has not completed the Sexual Harassment training to do so before the deadline to stay in compliance under state law.
- HR staff have completed the DEI audit of HR board policies and Joe will discuss with his committee and union representatives for feedback.
- Employee engagement and social events will be an item of discussion for the HR committee.
- Open enrollment for health insurance will be sent out to employees mid-November

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

- No update

**Diversity Committee (P. Rushi):**

- The DEI Framework committee met last month and will meet again today. The committee will be examining action plans to be developed in order to move forward with a DEI culture in our campus. Purva extended an invitation to anyone who would like to join the committee.

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

- Work continues in all pillars. Smart Catalog webpage design is coming close to a final option.
- The subgroup for Pillar 3 was launched and held their first meeting with a focus on holistic student support. Shelley will follow up with VPs about class scheduling recommendations presented by the Pillar 3 subgroup.
- Guided Pathways is preparing to meet with the ATD coaches who will be visiting campus and guide the institution on sustaining institutional efforts.

**Research (K. Tharakunnel):**

- The SENSE student engagement survey was sent out to students last week. The survey is being promoted among instructors and advisors so they can reach out to new students in their classrooms. There are 1,600 new students and the response has been low with only 38 students who have completed the survey as of today, but there are hopes that the response will increase in the next few weeks. The survey will be active through the first week of November. Kurian asked Shelly for help to reach out to at least 20 instructors for their support in getting students to complete the survey.

**Old Business**

**Action related to FY21 Goal 2:** Shared the spreadsheet listing the pandemic period processes that are worth sustaining. Kurian asked if the committee could come up with a recommendation from this list to present to the executive team. Details were discussed and it was suggested that the list be cleaned out due to some items already being in place.

**New Business**

- It was decided that one of the FY22 goals of OA will be to come up with a recommendation based on the list of pandemic period processes that are worth sustaining.
- Kurian asked the team to think about another goal and share during the next meeting.

**Announcements**

Next meeting will be Monday, November 8, 2021.

*Meeting adjourned at 3:12 pm.*