

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

Members Absent: Dmytriy Havrylyak, Joe Klinger, and Colleen Rockafellow

Others Present: Jeanette Bartley, Shekinah Lawrence, Jason Lemberg, Jo Perez, and Melissa Ramirez Cooper

Meeting called to order at: 2:34 pm

Approval of Minutes

A motion to approve the minutes of the June meeting was made by Mike Garrity and seconded by Katie Rullo.

I. Business and Facilities – Colleen Rockafellow (report submitted in advance)

Financial Aid:

- FAFSA Family Night is on 10/15 as the new 26/27 FAFSA opened on 10/1.
- On 10/7 we are having a Scholarship Webinar to encourage students to submit an application before the fall deadline of 10/15.

Communications, PR and Broadcast Services:

- Media engagement continues. Visit Triton in the News in the online Newsroom to view latest media placements, including:
 - The *Chicago Tribune* coverage of flag football coming to Triton
 - Student Adam Garza represents Triton in the eNASCAR College iRacing Series, featured in Catchfence.
 - RSVPs “Mat for the Homeless” featured in Lawndale News.
- For the first time in Fall Fest history, WRRG broadcasted live. The special programming showcased family-friendly music and promoted the college’s programs and events.
- Student and alumni success stories are also ongoing, with a new story posted every week in Triton Pride.
- The Communications team continues to gather stories for its spring semester campaign, focusing on “community and partnerships.” Topics in development include the college’s collaborations with local businesses such as Jewel-Osco (business enterprise), Brookfield Zoo, and EJ Basler Company, among others.
- Catch some of our latest videos:
 - Rising to New Heights: Triton College’s Upgraded Gymnasium
 - Your Guide to Campus Safety at Triton College
 - Is it Really Rocket Science? Rocket Camp at Triton’s Cernan Center

II. Human Resources – Joe Klinger (report submitted in advance)

Benefits:

- Human Resources is preparing for Open Enrollment season, when full-time employees are eligible to make changes to their health insurance policies, change policies, or enroll in a policy if

they do not currently have one. All changes will be effective January 1st. An email with all of the specific details will be sent in the first week of November.

Talent Acquisition:

- Human Resources is actively recruiting for the following positions: Grants Specialist, Completion/Transition Specialist (WEI), Coordinator Athletic Facilities/Special Events, Secretary to Board of Trustees.

Compliance:

- Annual sexual harassment prevention training will be required in the coming weeks. The College will once again be using the SafeColleges platform. All employees will receive an email from SafeColleges with a link to complete the required training.
- Human Resources is working to finalize the next version of the adjunct faculty pool list and faculty seniority list for distribution in January 2026.
- As required by Centers for Medicare/Medicaid Services, Medicare Part D notices will be mailed to all Medicare eligible employees and their dependents to demonstrate that the college's prescription drug plans provide credible coverage. Credible coverage is considered benefits that are equal or better than those provided by Medicare.

Columbus Day:

- This is a floating holiday for non-teaching full-time employees. As a reminder, employees have to work that day to earn the day (no substitutes). Employees are welcome to take the day off as well.

III. Information Technology – *Mike Garrity*

Ongoing Projects:

- Wireless upgrade still in progress
- Server replacements are ongoing
- Website work continues

Gainful Employment Report:

- Coordination with Financial Aid is completed.
- IT's portion is done.

Digital Signage Transition:

- Cutover from Digital Recall to NoviSign Platform completed.
- Currently updating each campus station.
- Some screens are already on NoviSign, others still on Digital Recall.
- A full transition is expected within the next 1–2 months.

IV. DEI Representative – *Purva DeVol*

Italian Heritage Month Celebration:

La Dolce Vita ("The Sweet Life"), Wednesday, October 29, 11:00 AM – 12:00 PM, Room B-204

- Activities: Italian sweets, Italian trivia, and Italian games.
- Heritage Committee in collaboration with the PDC

V. Guided Pathways Representative – *Shelley Tiwari*

Early Momentum Metrics Report

Purpose of the Report:

- Annual report created by Institutional Research, based on metrics developed by the Community College Research Center (CCRC) at Columbia University.
- Measures early indicators of student progress and potential for on-time completion.

Metrics Tracked:

- Completion of 6+ credits (1st term), 12+ credits (1st term), 15, 24, and 30+ credits (1st year), College-level math and English (within 1st year), Persistence from fall to spring

Cohort:

- First-time full-time and part-time students.
- Data covers the past five years, with the most recent being Fall 2024.

Key Findings:

- Black students showed improvement in 7 out of 8 metrics from Fall 2023 to Fall 2024.
- Students in both Developmental Education English and Math showed improvement across all 8 metrics.
- Other groups (Hispanic, White, all students) had less consistent improvements.

Discussion Points:

- Why is there improvement?
 - Could be due to annual variability or cohort differences
 - Questions raised about factors like age, high school background, or part-time/full-time ratio

Metric Limitations:

- Metrics include grades A–D for credit (not necessarily course success).
- Full-time vs. part-time proportions may influence outcomes.
- Comparisons affected by small cohort sizes and COVID-era data skew.

Need for Deeper Analysis:

- Suggested to disaggregate data further by:
 - Race/ethnicity, Pell eligibility, age, program type (credit vs non-credit).
 - Involvement in support programs (e.g., TRIUMPH/SURGE participation data).
 - Consider shifting from outcome-first analysis to intervention-based tracking.

Actionable Takeaway:

- Growing interest in linking data to interventions.
- Calls for refining metrics and expanding data collection (involvement, basic needs, demographics).
- Research team will provide additional requested data for a follow-up discussion at the December Operational Assembly meeting.

VI. Research & Institutional Effectiveness – *Kurian Tharakunnel*

- No report

VII. Student Representative – *Dmytriy Havrylyak*

- No report

VIII. Academic Affairs Representative – *Katie Rullo*

Strategic Planning:

- All Academic Affairs areas are actively working on strategic plan first quarter submissions.

Arts & Sciences:

- Preparing for Transitional English High School visits.
 - Includes campus tours and classroom observation opportunities for students
- Actively developing Fall semester schedule.
 - Reviewing class offerings and seat counts with instructors
- Faculty Highlight:
 - Paul Martinez has a new poetry book releasing soon, more details to come.
 - Library will acquire a copy.

Continuing Education:

- Partnering with School District 97 and Friday Night Place.
 - Collaborating on spring and summer youth programs and camps
- New courses launched this month in response to community needs:
 - Hemingway's Chicago Roots
 - Computer Fundamentals I

Center for Health Professionals

- The summer cohort achieved a 100% pass rate.
 - All students passed the National Certification Exam

Adult Education

- Collaborating with the Grants Office.
 - Working on digital instruction and expansion of the ESL grant.
- Partnering with Dynamic Manufacturing.
 - Offering ESL classes for employees.
- Hiring update:
 - Posting for a part-time front desk clerk position.

IX. Student Affairs – Hilary Meyer**Admissions:**

- Our new director of admissions, Alejandro Mendoza, started on September 29. He's joining us from Harper College.
- English Campus Tour Monday, October 6, at 5:00 PM.
- Padres Informados, Hijos Inspirados – Spanish Campus Tour Tuesday, October 7, at 5:00 PM.
- Ready, Set, Apply: Your Admissions Journey! Monday, October 13, at 12:00 PM and 5:00 PM.

High School Group Visits:

- Riverside Brookfield High School Thursday, October 2, 9:30 AM – 1:00 PM.
- Oak Park River Forest CITE Tour Thursday, October 9, 1:00 PM – 2:30 PM.
- East Leyden High School Thursday, October 16, 10:00 AM – 1:30 PM.
- Elmwood Park High School Wednesday, October 22, 9:00 AM – 1:30 PM.
- West 40 (Triton – G-Building) Tour Wednesday, October 29, 10:30 AM – 11:00 AM.

Student Life/Dean of Students:

- Mental Health Symposium October 8, geared toward students, all are welcome.

Academic Success:

- Understanding Accommodations Workshop October 8, geared toward district families with students who have IEPs/504 plans.
- Troy Campus Quest Drawing October 9.

Retention & Student Engagement:**Map Your Semester! Academic Planning Workshops:**

- Science, Engineering, Business & IT: Wednesday, October 15, 1–2:30 p.m., F-302.
- Arts, Humanities, Social Sciences, Human & Public Services: Wednesday, October 15, 3–4 p.m., F-302.
- Health Sciences, Pre-Professional & Pre-Health Careers: Thursday, October 16, 1–2:30 p.m., F-302.
- Culinary Arts, Hospitality, Career & Technical Majors: Thursday, October 16, 3–4 p.m., F-302.

Finding Your Fit: Majors & Career Pathways at Triton:

- Monday, October 6, 1–2:30 p.m., F-202
- Thursday, November 13, 1–2:30 p.m., F-202
- Students will explore majors and connect their interests to career pathways.

New Student Bulletin (October 2025 issue):

- A monthly issue designed to enhance engagement with new students. Each issue includes friendly reminders, helpful tips, and a spotlight on our academic advisors to help students feel connected and supported throughout their first year.

Sweet Taste of Early Registration – Spring 2026:

- Tuesday, October 21 & Wednesday, October 22, 11 a.m.–1 p.m., Student Center (B Building).
- Taffy Apples provided while supplies last. Spring registration opens on October 20; classes start on January 20.

X. Old Business

The following proposed FY26 Goals were approved unanimously by all voting members in attendance:

- Lead process improvement to lower barriers to completion (Student Success Goal).
- Align non-credit student application procedures with credit student application (Innovation and Technology Goal).
- Assist in emerging infrastructure upgrades and institutional compliance, as applicable.

Hilary will provide an update on completion committee work to date at November meeting.

Adjournment:

Meeting adjourned at 3:25 PM

Next Meeting

Date: Monday, November 10th, 2025

Time: 2:30–4:00 PM

Submitted By: Xavier Skinner