

CALL TO ORDER

The regular meeting of the ASSC committee was called to order at 2 pm, October 6, 2021, via M142F or Blackboard Collaborate, by Roseanne Feltman

PRESENT:

David L. Anderson	CIS Dept
David Bowen	Math Dept
Jennifer Davidson	Dean, Business and Technology
Joyce Fritz	Nursing Dept
Roseanne Feltman	Math Dept
Denise Jones	Dean, Retention and Student Engagement
Dorota Krzykowska	Advising
Jennifer Linderman	Financial Aid
Victor McCullum	Behavioral Sciences Dept
Kent Randall	Visual, Performing, and Communication Arts
Ken Smith	Director of Admissions
Tracy Wright	Psychology Dept

MEETING ITEMS:

- Blackboard Collaborate Virtual Meeting Room
 - Currently, there are two ASSC links in Blackboard and each contain a link to a different virtual meeting room. The link listed as “[TC- Academic and Scholastic Standards Committee Forum](#)” is the link that should be used for all ASSC business in Blackboard and also contains the correct virtual meeting room. Roseanne will look into having the other link listed as “[Academic and Scholastic Standards Committee](#)” deleted.
- Accessing and Sharing ASSC Documents
 - Some technology issues have been encountered when accessing certain ASSC documents using the Dropbox platform. Roseanne and David Anderson will try to find a way to upload and store all ASSC documents to the [TC- Academic and Scholastic Standards Committee Forum](#) Blackboard link.
- Review May 2021 Minutes
 - The May 2021 minutes were reviewed and approved.
- Review September 2021 Minutes
 - The September 2021 minutes were reviewed and approved.

- **Committee Membership Review**

- Denise shared the following membership requirements from the <https://www.triton.edu/about/administration/college-council/academic-senate/> website

Membership:

The committee will consist of 10 - 16 members representing the following areas:

- **Chair:** Co-chairs: One of whom is a member of the Academic Senate
- **5 - 10 other faculty representatives selected from the following areas:**
 - 2 from School of Arts and Sciences
 - 2 from Career Education
 - 1 Counselor
- **1-2 Student representatives from Phi Theta Kappa and/or the Scholars' Program**
- **Administrative representative from School of Arts and Sciences**
- **Administrative representative from Business and Technology or Health Careers and Public Service Programs**

Resources:

Representative from Student Services

Representative from Financial Aid

Representative from Admissions

Representative from Records

Representative from Advising

- The following items were noted/changed in regards to the internal ASSC membership document to help meet the requirements above:
 - The following names were removed from the membership:
 - Renee Cuevas, Beth Dunn, Nancy Guzman, Kevin Li, Ric Segovia, Paulina Sobieralski, Linda Wilkins
 - Victor's department was changed to "Behavioral Science (Sociology)"
 - We need a representative from Records
 - Dorota Krzykowska now serves as the representative from Advising
 - Roseanne will ask Paul Jensen or Derek Salinas-Lazarski if they would like to serve as the Administrative representative from School of Arts and Sciences
 - Roseanne will reach out to the Scholars' Program and/or Phi Theta Kappa to find the required 1-2 Student representatives
- Denise brought forth the recommendation that the representative from Advising should be considered a voting member. After some discussion, the committee voted for Roseanne to present this recommendation to the Academic Senate. The justification for the change is the transfer of the academic advising role from Counseling to Advising. Since the central focus of the ASSC Committee is also academics, our voting membership should include the representative from Advising.

- Discussion of the following agenda items will be postponed for a future meeting:
 - Syllabus policy
 - Automated process
 - Withdrawal policy
 - Assessment

The meeting was adjourned at 3:00pm.

Next Meeting: November 3, 2021 at 2:00pm via M142F or Blackboard Collaborate