

**CALL TO ORDER:** Dr. Michael Flaherty called the meeting to order at **2:32 p.m.**



**Members Present:** Michael Flaherty, Rebecca Fournier, Ruth Hallongren, Edward Konstatny, Patricia Knol, Debra Krukowski, Julianne Murphy, Dennis McNamara, Krysti Reece, Jennifer Giangreggo, Serpil Caputlu, Justyna Koc, Geri Brewer, Mary Casey-Incardone, Beth Dunn, Geoff Hiller

**Ex-Officio Members:** Susan Campos, Jennifer Davidson, Jodi Koslow Martin, Kevin Li, Paul Jensen,

**Non-Voting Members:** Vezire Osmani

**Guests:** Mary-Rita Moore, Brenda Jones-Watkins, Kurian Tharakunnel, Purva Rushi, Pamela Harmon, Selma Mehmedagic, Sandra Berryhill, Humberto Espino, Angela Staunton, Gretchen Reyes, Jean Dugo, Derrell Carter, Shelley Tiwari, Hilary Meyer, Enisa Mehmeti, Mohammed Ahmed, Jacqueline Lynch, Norma Villasenor, Lisa Samra, Erin Stapleton-Corcoran, Leslie Wester, LaTrice Finch, Reginia Hughes

## APPROVAL OF MINUTES

Dr. Flaherty asked for a motion to approve the minutes of the October 20, 2020 Academic Senate Meeting. Dennis McNamara made a motion to approve, seconded by Geri Brewer. Motion carried.

## COMMITTEE REPORTS

### A. College Curriculum:

Julianne Murphy stated that College Curriculum met on November 5. She shared items that were voted on and approved. There were 9 minor program changes, for Financial Services certificate deletion of BUS 201 and added BUS 146. For Carpentry removal of COT 142 adding COT 248. Construction Tech AAS removal of COT 142, adding COT 248. All science curriculum, chemistry, biology, AA degree, AS degree, GECC a few courses of BIS and PHS courses were deleted. They were elective in the six degrees, had to be removed as elective for the GECC credentials. There were two major program revisions, were two of the Guided Pathway Curriculum Program mapping. Geology AS, HSES have completed the Guided Pathways mapping. There was one reactivating program Sports conditioning certificate, there are two online classes and one on campus working as a department to get them completely online. There were two inactivated programs the Environmental Science AAS and Medical Administrative Assistant certificate, both department chairs and coordinators stated there was no interest in these programs. There were 4 withdrawn programs, one major course change including lab fees. 6 deleted courses and 10 revised courses.

*Dr. Flaherty made a motion to accept the curriculum. Beth Ann Dunn made a motion to approve curriculum seconded by Archawee Dhamavasi. Motion passed unanimously.*

- B. Academic & Scholastic Standards:** Beth Ann Dunn shared that the committee met on November 4<sup>th</sup>. The next meeting is Wednesday, December 2<sup>nd</sup>. The committee's past conversations were on Best Practices from other schools. The committee gathered information from the research department and found that 50, 60, 70, 80% of student who withdrawal do not enroll in any additional classes.
- C. Student Development:** Mary Casey-Incardone indicated that the committee met on November 6. She stated the committee is working on how students are handling online environment. The committee is setting up "open conversations" to encourage students on what's going on in class, and to share their talents. The committee will start to meet once a month. Mary Casey encouraged faculty members as well as administrators and staff to submit any suggestions, or ideas. Please email [marycasey@triton.edu](mailto:marycasey@triton.edu). Next meeting December 4<sup>th</sup> at 1p.m. All are invited.
- D. Academic Support:** No report.
- E. Campus Quality:** No report.
- F. Professional Development:** Serpil Caputlu stated the committee will meet virtually on Tuesday, November 17. The committee reached out to Chairpersons to see if there are any faculty members interested in speaking in the upcoming spring faculty workshop or future workshops. A poll will be created to know which faculty member would like to be a speaker. Please email [serpilcaputlu@triton.edu](mailto:serpilcaputlu@triton.edu). There is a new adjunct faculty member, CTE faculty coordinator Angela Staunton. The committee is currently working on breakout sessions on remote online teaching. In addition, they are updating the Professional Development bylaw. Serpil shared with members a proposal of changing the membership by adding 1 CTE faculty coordinator, changing the membership members to 12. VP Campos recommended reviewing with the committee, as it should be faculty focused. Serpil will discuss with the committee and send a draft to Dr. Flaherty and then present it at the next senate meeting.
- G. Assessment:** Krysti Reece, shared that the committee met on November 9 with 25 in attendance. The committee attended the assessment institute as a team. Assessment fellows had a dialogue regarding the experience and their take away. With COVID, as an institution, we are right where everybody else is. The committee also:
- Merged subcommittee related to program and course level outcomes into one, adding assessment mentorship and outreach subcommittee. Currently working on finalizing this week.
  - Noticed that the committee meetings were conflicting with Curriculum. Assessment Committee will now meet on Mondays at 3:30 p.m. moving forward.
  - Revitalizing efforts on closing the loop with critical thinking.
  - Resending data that was collected during spring. Also, doing CTU workshops.

**H. Online Education and Technology**- Justyna Koc shared that the committee met on November 4. The committee discussed the statement of purpose and a timeline for next Tuesday to collect any feedback from members. A draft will be submitted by the end of next week for approval on the next senate meeting. They also, discussed the requirements for all voting members of the committee who have online teaching credentials, unanimously voted in agreement to have such requirements as a permanent statement in the committee's bylaws. The committee are in the preliminary stages of possibly assisting online training credentials for adjunct faculty members who have completed at other institutions. A report will be provided with all the information. Major announcements from the Blackboard Administrators to take advantage of the tools when starting to build courses, please use:

- Blackboard Collaborate Ultra- details will be provided in the upcoming weeks.
- Upcoming faculty workshop- Patrick Kane will be presenting on the Best Practices of teaching online. Also, he will provide an overview of collaborate features.
- Most popular tools is the ability to create multiple sessions.
- Track of session attendance.
- The recording will appear immediately.

More announcements will be provided by Humberto Espino. All faculty members are encouraged to start using Blackboard Collaborate Ultra, for which the CTE has video training.

## OPERATIONAL ASSEMBLY REPORT

Kurian Tharakunnel, stated that Operation Assembly met on Monday, November 9<sup>th</sup>. Kurian shared updates on the following committees:

- **Academic Affairs**-  
Triton has joined a consortium led by the Chicago Federation of Labor applying for a 4 year Department of Labor H1B grant for Advanced Manufacturing. The programs covered in the grant include Welding, CVT (diesel), Mechatronics, Electrical, and Mechanical Design

Academic Affairs and Students Affairs collaborated on a proposal to become an Amazon Career Choice educational provider for cohort programs. Amazon-approved regular programs will also be available to Amazon employees on a non-cohort basis.

335 Career and Technical Education high school students participated in virtual visits via Zoom over the last two weeks and had the opportunity to speak with faculty and admissions staff regarding programs that are of interest to them. Approximately 60% of these students who took an exit survey requested additional information.

- **Student Affairs-**

The 2nd iteration of the sexual harassment and discrimination policy is going to be submitted for Board approval. The twice re-scheduled screening of the movie Beetlejuice finally happened with about 90-100 people from the community watching the movie. Registration for spring 2021 has started and Student Affairs and Enrollment Management is making sure that students have the option to meet with adviser's in-person or virtually to register for classes. In this regard, the chat feature on Triton homepage has now coverage from 8 a.m. to 7 p.m.

- **Business and Facilities –**

One of the Triton bonds has been re-financed. This re-finance will save an estimated \$840,000 over the next 12 years. The US bank branch on the campus has closed permanently. Alumni virtual cooking event is happening this Thursday to raise money for student scholarships.

A FEMA grant application for \$95,000 to cover COVID related PPE expenses has been submitted. The final decision on the grant is awaited.

- **Technology-**

IT is in the process of subscribing to the messaging platform called Twilio that will be used along with the newly acquired CRM Advice platform. IT is also working on changes to the student onboarding process related to new student orientation.

- **Diversity-**

Meetings have been planned in the coming weeks with Kaleidoscope to discuss the development of a strategy and timeline for our DEI work.

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## NEW BUSINESS

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A. No report.

### Announcements:

- Dr. Flaherty reminded all that Academic Senate will be held on Tuesday, December 8<sup>th</sup> at 2:30 p.m. via blackboard.

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## ADJOURNMENT

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*Motion to adjourn by Krysti Reece and seconded by Dennis McNamara. Motion Carried.*

Dr. Flaherty adjourned the meeting at **3:35 p.m.**

Respectfully submitted: *Casandra Ramirez*  
Casandra Ramirez

Minutes Approved: *Dr. Michael Flaherty*  
Dr. Michael Flaherty