Briefs from the December 14, 2015 Meeting of the College Council

Hot Topics

- Kay Frey asked if the campus community would be able to see the results of a vote taken at the public campus renewal project review meetings. Mary-Rita Moore stated that it wasn’t an actual vote but more so a format to receive input from the campus community. The input received will inform the Executive Team in their decision making process.

- Mary-Rita Moore announced that her office received word that the state would be releasing federal funds, related to Perkins for career technical education, as well as federal funds pertaining to Adult Education. These funds total a little over $900,000.

Operational Assembly

- Shelley Tiwari, Chairperson of the Operational Assembly, reported that Joe Klinger in Human Resources shared the recruitment packet and reported that administrators are currently taking the packet to their conferences. In addition he stated that Human Resources is currently in the process of posting this packet on the Triton web site. There were some questions from the Diversity Committee regarding recruitment and challenges the institution faces when looking for diverse candidates. The Diversity Committee also went over the details of their newsletter which highlights diversity events that Triton hosts, programs, initiative, as well as a data corner which features data on who Triton students are. The Business Committee reported that the east side of campus renovations was wrapping up and that they were spending a great amount of time working on FY 17 Budget. Dr. Quincy Martin reported on behalf of the SEM Committee, stating that this upcoming year would be the year of action regarding their long-term goals for increasing enrollment. The Data Team discussed the outcomes of the recently held data summit and announced they would be hosting a College Hour to discuss major themes that came forward from this event.

Academic Senate

- Dr. Michael Flaherty, Chairperson of the Academic Senate, reported that the College Curriculum Committee continues to work on the new AS degree requirements and that Dean of Arts and Sciences, Kevin Li, has put together a sub-committee tasked with figuring out exact curriculum changes for the new degree. The Scholastic Standards Committee continues its work examining transcriptions of student club experience and reviewing the format for final exam week. The Academic Support Committee is giving a survey on online instructors to find out about Students accessing services and blackboard trainings. The Campus Quality Committee announced that there will be new door codes for the classroom doors next semester and there will be a wider distribution of panic buttons. The Professional Development Committee is working on Spring Workshop and the Technical Advisory & Distance Learning Committee continues to work on online evaluations so that by next semester students will be able to do online evaluations of courses and instructors.

Old Business

- **Assessment of Business Practices and Policies** – Kevin Kennedy updated the Council on the current draft of the new travel policy:
  - An employee requesting single day travel within or out of the state of Illinois must obtain two approvals which would include the supervising administrator and the appropriate vice president.
  - At that same approval level, a supervising administrator and appropriate vice president can also approve overnight travel of one or two nights, within or out of the state of Illinois.
  - The third level of approval - if an employee is requesting overnight travel of three or more nights, within or out of the state of Illinois, would require the approval of the supervising administrator, the appropriate vice president, as well as the president.
  - This new travel policy no longer requires that overnight travel or special travel circumstances go to the Board of Trustees.
  - All requests requiring air travel need to be approved at least 30 days prior to the travel.
  - All travel requests requiring overnight stay but no air travel need to be approved at least 20 days prior to the travel.

  He stated that there will need to be two readings of the new policy at the Board meetings and some changes may come from that.

- **FY 17 Budget** – Mary-Rita Moore conveyed her appreciation for the cost center managers and their involvement in the work of comparative budgeting. She stated that she could really see the work and effort that went into the budget presentations and asked the Council to convey her appreciation to their colleagues.
New Business

- **HLC Assurance Visit** – Pamela Perry informed the Council that the institution heard back from the Higher Learning Commission regarding scheduling the assurance visit and that visit has been set for March 5 & 6, 2018.

- **Strategic Plan Semi-Annual Report** – Pamela Perry announced that the semi-annual report that was attached in the meeting packet is the last report that will come forward in that format, since the structure would be changing from three- reports annually to two reports – a mid-year and then an annual report. She also stated that she had incorporated all received feedback from the Council into the final draft of the Semi-Annual report.

- **Strategic Plan Action Update** – Sujith Zachariah, action champion of Action 2.4 – Enhance Prior Learning Assessment under Strategic Direction: Improve Completion Rates, presented the Council with an update on this action. Prior Learning Credit is defined as credit awarded for demonstrated college-level learning gained through work, traditional and nontraditional educational experiences and other life experiences. Prior Learning Credit may be awarded through one or more of the following means:
  
  - Advanced Placement
  - College Level Examination Program
  - DANTES Subject Standardized Tests
  - Military Experience
  - Portfolio Evaluations
  - Proficiency Examinations
  - Transfer Credit

  Mr. Zachariah distributed a booklet that was created with the help of the Marketing Department, to highlight Triton’s Prior Learning Assessment. He indicated that a lot of progress has been made, especially through collaboration with the Scholastic Standards Committee of the Academic Senate and that the main priority for the action now is spreading awareness.