

Meeting Notes

Attendees

Kurian Tharakunnel, Mike Garrity, Jacqueline Lynch, Colleen Rockafellow, Purva DeVol

Meeting started at 2:35 pm

Committee Updates

Academic Affairs Rep (J. Lynch):

Career Services

- 262 students served since new staff came on board
- Worked with new nursing graduates to prime resumes and interview skills
- Lorena and Loretta are preparing for the National Resume Writing Certification
- Working one-on-one with SEED students on preparing for interview and for job placement
- Summer plan to create short videos with tips, e.g. job hunting

Business & Technology

- 3rd annual Auto Show took place yesterday. Over 600 show cars participated and more than 1500 people attended the event.
- The Farm Stand opens this Thursday under the B pavilion (new location) from 11:30 am to 2 pm. This week they will have a plant sale for Mother's Day.
- The automotive department hosted a high school team-based challenge in April. The high school students had a skills-test online for round one and then students with the top five scores from each school participated in a lab skills event here. West Leyden was the overall school winner and they were announced at the auto show and given a trophy.

Adult Education

- Staffing
 - New staff: front desk (2 part-time), data entry (1 part-time)
 - Still hiring: CTs (1 full-time, 1 part-time), Enrollment Coordinator (1 part-time), ESL teachers with evening availability
- 19 faculty available for the summer session= 19 classes for only new students
- Graduation and End of Year Celebration on June 8th at 6pm
 - GED graduates TBD.... 11 to date
 - ESL completers TBD ...60+
 - ESL Beginner to Completers TBD
 - Scholarship recipients TBD
 - 26 National Adult Education Honors Society
- Access to Literacy
 - Met grant target, # students served, # volunteer tutors
- FY23 spend down underway
- FY24 continuation grant submitted

- \$1.95 million award increase
- up from \$1.2 million in FY17
- Preparation for ICCB site visit (May 31)
- Conference Attendance
 - Road to Literacy Conference: April 29 (10)
 - WIOA Summit: May 11 & 12, 10 attendees across campus (CS, CE, AE, B+T)

Health Careers

No updates

Arts and Sciences

No updates

Continuing Education

No updates

Student Affairs Rep (H. Meyer via email):

- Financial Aid has begun auto awarding for Fall 23. Automatic awarding Pell and work study within 48 hours after FAFSA has been received and if eligible. The goal is to get award letters quicker to students. The MAP Grant is still a manual process.
- Graduation regalia available for pickup beginning today
- Library BYOB (Bring Your Own Book) Club on May 23, 12-1 pm in A212
- Admission's Parent Night Info Session Monday, May 15th, 2023 5:30pm-7:30pm
- Mannheim Middle School Visit Thursday, May 11, 2023 9:30am-12:30pm
- Admissions staff has seen an increase in campus tour requests as well as walk-in request for prospect students.
- New Student Wednesdays, every Wednesday in June and July 10 a.m.-5:30 p.m. in the B Building
- Summer Scholarship Grant enrollment initiative has launched. This summer enrollment effort is very similar to Summer Refresh, however, this grant initiative is focused on our adult students age 25 and over.
 - This grant is open to both current and new incoming students that are age 25 and older.
 - The Summer Scholarship Grant will be available until funds are exhausted.
 - Grant will cover tuition and fees; however, books and other materials will be at the student's expense.
 - Students can take up to any 2 credit courses for the upcoming summer semester.
- Connect 2 College Summer Bridge Application is open. The Triton College Connect2College Summer Bridge Program is a FREE program that prepares incoming first-year college students for college-level coursework.
 - Dates: Monday, June 12 - Thursday, July 13, 2023
 - Times: Monday-Thursday, 9:00 a.m. - 3:00 p.m.

Business and Facilities Committee (C. Rockafellow):

- Facilities update includes two projects that were approved by the Capital Development Board.
 - Window replacement project to start May 16 in the D and E buildings. Communication has been sent to those who work in those buildings.
 - Asphalt paving project to start in June. Lot 10 & 11, by the Cernan Center and Lot 5. Communications will be sent by John Lambrecht.
- Financial Aid is working on awarding Summer and Fall students. Auto-Awarding will be piloted in the Fall. Students will be awarded within 2 days of registering.
- Marketing has sent out Summer Schedules, pushing for summer enrollment. The Connect newsletter is out for the community. A postcard will be mailed out this week about coming back to college. Working on commencement material.
- Colleen reminded everyone to submit their travel reimbursements before closing the books for FY '23. Working on the budget and a tentative budget will go out in June. Danielle Stephens is helping as interim until a new Purchasing Director is hired.

Human Resources Committee (J. Klinger):

No report

Technology Rep (M. Garrity):

- Cold Fusion is pending license purchase. Work continues on updating Titanium server as well.
- Working with Canon to build a new version of Uniflow
- IT has a quote and demo from a new vendor to replace the photo ID platform.
- Testing is happening in faculty and advisor areas and new options are being tagged in WebAdvisor in order to expose more people to Self-Service.
- The time-cards process has already been documented. Support areas will be done first before rolling over to the other staff.
- Continuing to build out more cards for Ellucian Experience. Brief demonstrations have been done for this committee, College Council, Administrators, Chairs & Coordinators. Hoping to run Experience in early June.
- AT&T new phone circuit testing and configuration have been finalized. Friday June 2nd, the existing phone circuit will be moved to the new one and all numbers will be imported.
- The DNP process will be changing for Fall. There will be a 5-day window with 3 ways to pay; pay for courses, have an FAFSA application submitted, or be enrolled in a payment plan. If students have not completed any of those options 5 days prior August 1, they will be dropped. Working with marketing to update the website and have clear communications for students.
- Annual IT audit is coming up in June.

DEI Rep (P. DeVol):

- It is Asian American Pacific Islander (AAPI) heritage month. The library will be hosting a film series, every Thursday in May. The PDC has a 21-day challenge for people to complete virtually. There is an Alumni spotlight showcasing Chef Bill Kim. Plans are underway for similar education pieces for other heritages.

DEI website is up with resources for students, CAAS, ESL, policies for HR, educational background portion for heritage months and days of observances, LGBT and more.

Guided Pathways (S. Tiwari):

No report

Research (K. Tharakunnel):

- Student Satisfaction Survey has been extended for an additional week due to not having enough responses. Reminders will be sent out to get more students to complete the survey.
- Two new reports are available on the portal:
 - The Market Share annual report provides information on what percentage of in-district HS graduates come to Triton College.
 - The Graduate Success report provides the success of graduates in terms of employment and also whether graduates have transferred to a 4-year institution after graduation.

Student Rep (Naidelin Alvarez):

No report

Old Business

FY23 Goals:

1. Process for faculty credential tracking
2. Implementation of Ellucian experience

New Business

Next meeting: TBD

Announcements

This is the last meeting for FY 23. We will not be meeting in June and July.

Meeting adjourned at 3:15 pm.