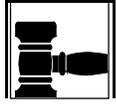


CALL TO ORDER: Dr. Michael Flaherty called the meeting to order at **2:35 p.m.**



Members Present: Michael Flaherty, Ruth Hallongren, Julianne Murphy, Justyna Koc, Mary Casey-Incardone, Beth Dunn, Mary Elkins, David Anderson, Rebecca Fournier, Jacqueline Mullany, Roseanne Feltman, Jennifer Giangrego, Salvatore Siriano, Krysti Reece, Edward Konstanty, Lauren Kosrow, Krysti Reece, Mohsin Habeeb, Larry Manno, Dennis McNamara, Tom Kanan

Ex-Officio Members: Susan Campos, Jodi Koslow Martin, Paul Jensen, Pamela Harmon, Jasmin Garcia

Non-Voting Members: Kurian Tharakunnel

Guests: Mary-Rita Moore, Purva Rushi, Sandra Berryhill, Hilary Meyer, Geoff Hiller, Denise Jones, Dorota Krzykowska, Erica Baffa, Jennifer Davidson, Selma Mehmedagic, Deborah Kaczmarek, Norma Villasenor

APPROVAL OF MINUTES

Dr. Flaherty asked for a motion to approve the minutes of the **October 19, 2021**, Academic Senate Meeting. Mary Casey-Incardone made a motion to approve, seconded by Jacqueline Mullany. Motion carried.

COMMITTEE REPORTS

- A. College Curriculum:** Julianne Murphy stated that College Curriculum met on November 4th. There were two deleted courses:
- CIS 214 Scaling & Connecting Networks-(Not offered)
 - MUS 211 Arranging & Composition (Not been offered, not required in music AA)
- There is one new course:
- ACC 200 Microsoft Excel for Accounting and Business- (3 credits)
 - There were 9-course revisions, 7 were music (including changed pre-requisites) Also, two revisions for Physics classes, PHY 107 title now will be General Physics (Electricity & Magnetism) the courses moved from 4 to 5 credits; 2 to 3 lecture and 4 lab. PHY 106 General Physics Mechanic, the title is the same, credit hours 4 to 5 to add additional lecture credit hours.
 - There were 4 major program revisions. The first 3 updated to Guided Program Maps:
 - U23043 CJA AAS
 - C407M Network Management certificate
 - C4471 Truck Drive Train Repair certificate (all updated)
 - C536B Sports Conditioning certificate (curriculum number changed C436B, no longer an advance certificate but can be used as an entry level certificate)
 - C436A Sport Management certificate (9 program credits)
 - There were 8 minor program revisions

Dr. Flaherty asked for a motion to approve the College Curriculum report, seconded by Beth Dunn

Motion carried.

Julianne also shared other items updates:

- Outstanding Guided Pathways Map (currently 15 courses have not updated to the Guided Pathways, the number will be significantly lower in December)
- A Nuclear Medicine study committee will be formed for the proposed withdraw of the Nuclear Medicine degree
- Pre-profession has not been submitted yet
- Outstanding courses not revised for many years (as of November 4th, down to 32)
- Working on Watermark
- The Catalog will be updated –Fall 2021
- Working on Curriculum Management Module-Spring 2022
- New Course Outline/Department Syllabus-Spring 2022

B. Academic & Scholastic Standards: Roseanne Feltman shared that the committee met on November 3rd via Blackboard. The committee discussed the processes as far as voting. Also, adding an advisor as a voting member. It was added that syllabi do not need to be printed as long as they have an online version. The next meeting will be on December 1st at 2 p.m. M142F or via Blackboard.

C. Student Development: Mary Casey-Incardone stated that the committee met on November 5th.

- New members joined the committee (2 students and 1 faculty member)
- Discussed revision of the Bylaws (any questions or comments please email marycasey@triton.edu)
- Working on revisions on using inclusive language
- Minor changes to membership
- Conduct student focus groups
- Spring semester events/programming relating to outcomes of focus groups
- DEI reviewing Board Policies
- Campus Veterans Day Celebration- Cafeteria, Thursday, November 11th at 10 a.m. to 1 p.m. everyone welcome to attend

Dr. Flaherty shared he suggest a response to the Bylaws.

D. Academic Support: No report.

E. Campus Quality: Jacqueline Mullany shared an ongoing issue:

- Outdated Campus Directory information. AVP Joe Klinger indicated the directory is maintained by HR and all requests must be submitted to them along with the employee's name and extension.
- Other issues addressed were Hybrid vs Blended courses.
- Next meeting November 18th at 2:30 p.m.
- Green Committee minutes:
 - Recycling- new large blue recycling bags will be provided to Custodial services to help with the collection of recycled materials
 - Bridges- placement of the films in the bridges delayed due to COVID, alternative temporary solution is to apply chalk paint and have student involvement

F. Professional Development: Krysti Reece shared the committee met October 21st at 2 p.m.

- Discussed outstanding faculty forms, moving to digital instead of paper
- Students will now be able to nominate faculty
- Prioritizing Spring Faculty Workshop Themes:
 - Anxiety & Relationship building
 - Inclusive Pedagogy
 - The next meeting November 18th at 2 p.m. virtually

G. Assessment: Krysti Reece shared the committee will meet November 15th at 3:30 p.m. Collaborate shell. Previous senate meeting the committee discussed looking into the membership and potential joining the counselor and librarian role, Lauren Kosrow is interested in filling the seat.

H. Online Education and Technology- Justyna Koc shared that the committee met on November 3rd.

- Reviewed and provided recommendations for waivers of the Online training qualifications for two Adjunct instructors
- Ongoing revisions for the Online and Hybrid Course Development Proposal and Protocols
- Course modalities definitions
- Definitions must be in agreement with the new guidance from the US Department of Education, HLC and ICCB rules
- Any suggestions or questions please email justynakoc@triton.edu also, guest link for the next meeting December 1st at 2 p.m. <https://us.bbcollab.com/guest/566f89c75247419b9a25f86c6e11b20f>
- Online Course Development project funds approved
- Additional Peer reviewer or Mentor (if completed the ION Program or Equivalent certification or developed Online Course at Triton) expectations for mentors is to meet with the instructors every two weeks, provide general advice and guidance. If interested in the Peer reviewer/Mentor please email Justyna or AVP Paul Jensen: pauljensen@triton.edu

OPERATIONAL ASSEMBLY REPORT

Kurian Tharakunnel stated that Operation Assembly met on November 8th and report for the following committees:

- **Academic Affairs:** Reported that the newly hired Associate Dean for Health Careers and Public Service will start on November 22nd. The Child Development Center received the Auxiliary Illinois Goal Circle of Quality recognition. Triton has received funds for the WEI Grant. (Triton was one of the State's top performers.
- **Student Affairs:** Reported Spring 2022 registration is now opened. Students encouraged to register early via student portal, welcome desk, and call center or by appointments. In-person days hosted on November 30th, December 17th and January 8th. Online New Student Workshop will be on Wednesday, December 8th for non-traditional students and those who have completed the new online student orientation. The week of November 15th, Advisors will be hosting Pop-Up Advising stations. More information to follow. Encouraging student's vaccination efforts thru the Welcome Desk and Call Centers. Enrollment and Student Affairs received GEERS II funds for the Learning Renewal Plan which will focus on student mental health.
- **Business and Facilities:** Reported added new members to the team. Still working on the installation of the artwork in the J building. Business services did not receive the grant for the Electric Car Charging & Maintenance. Financial Aid will be hosting Financial Literacy Event more information forthcoming. Cost Center managers received the budget documentations and also completed the training in preparation for the FY23 Budget Proposal submissions.
- **Technology:** Reported that the IT Audit for college security will begin next month. Ellucian will end support for WebAdvisor as soon as next year. IT will be moving all self-server modules live in the portal for staff and students. Barracuda's email security system is now operable. Also, working on implementing program mapping on colleague. IT is working on implementing wait listing for student registration. Adult ED looking to recruit for their application processing. The New faculty survey tool will be integrated into blackboard.
- **Diversity:** Reported that DEI framework committee has provided draft areas for year two action plans.
- **Guided Pathways:** Reported that the Equity Coaches visited the Campus and were impressed by the progress the college has made with Guided Pathways a formal feedback will be provided.
- **Human Resources:** No report.
- **Research and Institution:** Reported that 79 students completed the *Survey of Entering Student Engagement*.

NEW BUSINESS

A. Announcements:

Dr. Flaherty stated next month meeting will discuss:

- Justyna Koc delayed vote but will have final document at the next senate meeting
- Mary Casey Incardone will have the Bylaw changes
- Veterans Day Celebration in the Cafeteria on Thursday, November 11th at 10 a.m.

Dr. Flaherty stated the Senate will continue to meet virtually. The next Senate meeting will be on Tuesday, December 14, 2021, at 2:30 p.m. via Blackboard Collaborate Ultra.

ADJOURNMENT

Motion to adjourn by Krysti Reece and seconded by Lauren Kosrow. Motion Carried.

Dr. Flaherty adjourned the meeting at **3:10 p.m.**

Respectfully submitted: Casandra Ramirez
Casandra Ramirez

Minutes Approved: Dr. Michael Flaherty
Dr. Michael Flaherty