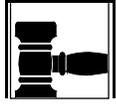


CALL TO ORDER: Dr. Michael Flaherty called the meeting to order at **2:35 p.m.**



Members Present: Michael Flaherty, Ruth Hallongren, Julianne Murphy, Justyna Koc, Mary Casey-Incardone, Beth Dunn, Mary Elkins, Rebecca Fournier, Jacqueline Mullany, Jennifer Giangreggo, Salvatore Siriano, Christopher Clem, Angela Staunton, Krysti Reece, Edward Konstanty, Lauren Kosrow, Dennis McNamara, Tom Kanan

Ex-Officio Members: Susan Campos, Jodi Koslow Martin, Paul Jensen, Pamela Harmon, Joe Klinger

Non-Voting Members: Kurian Tharakunnel, Erica Baffa

Guests: Mary-Rita Moore, Brenda Jones Watkins, Purva Rushi, Sandra Berryhill, Geoff Hiller, Jennifer Davidson, Norma Villasenor, Alex Terrazas, Gretchen Reyes, Humberto Espino, Shelley Tiwari, Raquel Cotuno, Ty Perkins, Thomas Panas, Denise Jones

APPROVAL OF MINUTES

Dr. Flaherty asked for a motion to approve the minutes of the **November 9, 2021**, Academic Senate Meeting. Mary Casey-Incardone made a motion to approve, seconded by Dennis McNamara. Motion carried.

COMMITTEE REPORTS

- A. **College Curriculum:** Julianne Murphy stated that College Curriculum met on December 2nd. There were 16 major program revisions were updated to the new Guided Pathways program map
- Three from Criminal Justice
 - Two from Computer Science
 - The pre-professionals came thru as well as chemistry and physics
 - The committee approved the General Associate in Arts Degree Pathway and the General Associate Science Degree Map
- There are four new curriculum:
- C306M Supply Chain Management Certificate (30 credit hours, 10 courses, 5 of which are new)
 - C437A Integrative Wellness Certificate (9 credit hours; 3 courses) there is an option to take online (9 credit hours)
 - U224A12 Elementary Ed (AA) Transfer Pathway Program (60-61)
 - U224A14 ECE (AA) Transfer Pathway, Level III Gateways (60-61)
 - Minor Revisions:
 - C216C Surgical Technology (AAS)
 - Inactive: U224A15 Women's and Gender Studies (AA)
 - Inactive: USS4A13 Education (AA)
 - Deleted: C2178 Nuclear Medicine (AAS)

- New Courses (5):
 - BUS 174 Introduction to Supply Chain Management
 - BUS 175 Sourcing and Procurement
 - BUS 176 Inventory Management and Planning
 - BUS 177 Warehousing and Distribution
 - BUS 178 Logistics and Transportation
- Major Course Changes (3):
 - CJA 106 – Self Defense for the Law Enforcement Professional- 2 credit hours
 - SPT 100 – Sterile Processing Basics- minor changes to topic and course outcomes
 - PHY 108 – minor changes to topic and course outcomes

Dr. Flaherty asked for a motion to approve the College Curriculum report, seconded by Dennis McNamara. Motion carried.

Julianne also shared other items updates:

- The Committee is working with Watermark and the curriculum forms should be finalized by tomorrow, Wednesday, December 15, 2021. The committee members and TRC will test the revised curriculum forms. Once deemed ready, the faculty will be trained in the spring.

B. Academic & Scholastic Standards: No report.

C. Student Development: Mary Casey-Incardone stated that the committee met on December 3rd.

- Discussed revision of the Bylaws
- Focus groups
- Reviewing campus policy and procedures
- Campus Veterans Day Celebration was held on November 11th

Dr. Flaherty shared that he suggested a response to the Bylaws.

D. Academic Support: Christopher Clem stated the committee met on November.

- Request from Deborah Kaczmarek- Proposal a change to the language in Board Policy 6080 section 7 regarding *disability in academic accommodation statement*.
- Committee has not voted on the proposal at this time. Will discuss on the next Senate meeting.

VP Campos shared there have been other recommendations to Board Policy 6080 The Greening Committee had word changes. VP Campos suggested to look at all recommendations and make one change to the Board Policy 6080.

Christopher Clem shared to assemble all the sub committees and address as a topic.

E. Campus Quality: Jacqueline Mullany shared that the committee met online

- Discussed on prioritizing
- Chair position
- Membership
- Ongoing issue in the D building with lighting issue-John Lambrecht aware
- Next meeting will be in January 2022

Dr. Flaherty shared Jacqueline Mullany had resigned as the end of the semester and has agreed to stay for the rest of the school year.

F. Professional Development: Krysti Reece shared the committee met November 18th.

- Met with VP Campos discussed Spring Faculty Workshop
- Full Time Faculty Workshop will be held on January 14th in the Library
- Adjunct Faculty Workshop will be held on January 15th in the Library- breakfast and lunch will be provided both days.
- Main presentations:
 - DEI
 - Kaleidoscope representatives-main presentation with breakout sessions
 - Triton College Counselors:
 - Overview of mental health
 - Discussing how to refer a student
 - Services offered
 - Tips for teachers in the classrooms
 - Outstanding Award Nomination forms were sent electronically to faculty and students.
 - Next committee meeting will be on February 17th

G. Assessment: Krysti Reece shared the committee met on November 15th and December 13th

- The committee discussed Watermark implementation and integration
- Launched to Assessment Fellows
- General Education Outcomes-Integrated our system for evaluation with Blackboard. Artifacts can be submitted by students directly from Blackboard
- Goal- Course Level Outcomes Development and Professional Development up and running in Spring semester
- Library voting member seat- The committee decided will leave as is
- Reviewing the Handbook
- Discussed the General Education evaluation

H. Online Education and Technology- Justyna Koc shared that the committee met on December 1

- Reviewed the final version of the Online and Hybrid Course Development Proposal Form
- Enhanced course definitions
- Hybrid course- inserted the minimum and the upper level on the online content
- Clear instructions for the Hybrid (face to face instruction)
- Online Courses per HLC rules- 75% and up of Online content

Dr. Flaherty asked for motion to approve the Proposal. Krysti Reece made motion to approve. Seconded by Beth Dunn. Motion carried.

Mary Casey-Incardone asked to look at the document again. Stated she did not look through the all the documents changes.

Justyna Koc shared that the information was provided to faculty via email a month ago and considerations were made with Mary Casey's suggestions in regards to Coordinators. All of the reference to Coordinators were erased, however, the word was placed again as there are still some coordinators.

Beth Dunn shared that the documents were emailed two weeks ago.

Dr. Flaherty asked for a vote to recommend change to the vice president. 17 votes Proposal passed.

Justyna gave an update on the following:

- Spring 2020 Online Course Development project-working on identifying the courses, instructors and peer reviewers and peer mentors
- Introductory workshop held December 9th on the CTE and via Blackboard Collaborate
- 3 additional workshops will be held over the spring semester
- Developers will meet biweekly basis
- Rubric- peer review committee using 2017 version. New version 2020 reviewed. Committee recommended for the peer review committee to start using the new version of rubric.

OPERATIONAL ASSEMBLY REPORT

Kurian Tharakunnel stated that Operation Assembly met on December 6th and report for the following committees:

- **Academic Affairs**: No report.
- **Student Affairs**: Reported Spring Early Bird registration for current and returning students have started. Students can make reservations for in person sessions Monday thru Thursday from 1 p.m. to 6 p.m. The reservations will be available until December 16th.

- **Business and Facilities:** Reported spring digital campaign and promotion materials have been distributed.
Police chief has requested not to call the counseling department for mental health related emergency, please contact campus police immediately for assistance.
New Director of Financial Aid, Thomas Panas
Number of students completing FASFA had decreased in fall 2021 compared to previous semesters.
- **Technology:** Reported working on having the W2 and 1098 documents available for tax season. The helpdesk is moving to a new micro main server version that provides tickets for work orders and inventory control. Also, working to upgrade the technology in labs and interactive technology rooms. The configuration for the wireless environment will be changed. Wireless access points will be upgraded and include secure login.
- **Diversity:** Reported that DEI framework committee continue to develop ideas to transform into action plan in order to move forward with the DEI culture in campus. Kaleidoscope group will be providing training workshops to faculty in mid- January. The workshops will be focusing on Instructional Strategies related to DEI.
- **Guided Pathways:** Reported that the Equity Coaches provided good feedback for each Pillar, working on developing new action plans for the Pillars next year.
- **Human Resources:** No report.
- **Research and Institution:** Reported that the fall 2021 tenth day detail report available on the portal.

NEW BUSINESS

A. Announcements:

Dr. Flaherty stated the Senate will continue to meet virtually. The next Senate meeting will be on Tuesday, February 8, 2022, at 2:30 p.m. via Blackboard Collaborate Ultra.

Lauren Kosrow shared if you are using links to library resources (journal articles, e-books) in blackboard shell, those links will change during spring semester. There will be more information forthcoming.

ADJOURNMENT

Motion to adjourn by Rebecca Fournier and seconded by Lauren Kosrow. Motion Carried.

Dr. Flaherty adjourned the meeting at **3:22 p.m.**

Respectfully submitted: *Casandra Ramirez*
Casandra Ramirez

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