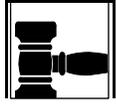


CALL TO ORDER: Dr. Michael Flaherty called the meeting to order at **2:33 p.m.**



Members Present: Michael Flaherty, Ruth Hallongren, Julianne Murphy, Beth Dunn, Mary Elkins, Mary Casey-Incardone, Rebecca Fournier, Jacqueline Mullany, Angela Staunton, Dennis McNamara, Roseanne Feltman, Gretchen Reyes, Mohsin Habeeb, Patricia Knol, Sheldon Turner, Gail Krahenbuhl, Geoff Hiller, Salvatore Siriano, Catherine Sanders, Rob Connors, Joyce Fritz

Ex-Officio Members: Susan Campos, Jeanette Bartley, Pamela Harmon, Paul Jensen

Non-Voting Members: Kurian Tharakunnel, Erica Baffa, Kayla Gagliardi

Guests: Mary-Rita Moore, Brenda Jones Watkins, Daniele Manni, Sandra Berryhill, Hilary Meyer, Hunter Stuckemeyer, Ty Perkins, Ayelet Miller, Purva DeVol, Jacqueline Lynch, Jennifer Davidson, Humberto Espino, Justyna Kohtz, Elizabeth Collins, Denise Jones, Leslie Wester, Jodi Koslow Martin, Kimberly Donahue, Sarah Brown Shekinah Lawrence, Shelley Tiwari, Saadia Khan

APPROVAL OF MINUTES

Dr. Flaherty asked for a motion to approve the minutes of **April 11, 2023**, Academic Senate Meeting. made a motion to approve by Ms. Beth Dunn and seconded by Mr. Dennis McNamara. Motion carried.

COMMITTEE REPORTS

A. College Curriculum: Dr. Julianne Murphy stated that the College Curriculum Committee met on May 4th

- The committee voted on: **New Curriculum and New Courses**
 - C319 Barber Certificate (effective Fall 23; 17 courses; 50 credit hours)
 - BAR 101, 102, 103,104, 111, 112, 113, 114, 201, 202, 204, 205, 213, 214, 225, 245, 250
- **Course Revision(s):** (2)
 - ENT 110 (Engineering Design Graphics Cad) toward IAI EGR941
 - PED 125 Boxing for Fitness (title changed from Kickboxing)

Dr. Flaherty asked for a motion to approve the College Curriculum report, Ms. Gail Krahenbuhl seconded by Ms. Rebecca Fournier. Motion carried.

Dr. Murphy also shared other items updates:

- The Master Syllabus should be updated prior to Fall 2023 semester
- Curriculum Handbook will be updated in Summer 23
- Watermark is working very well

B. Academic & Scholastic Standards: Ms. Roseanne Feltman stated that the committee met on May 1st.

- The committee discussed feedback regarding the denied vote for syllabi changes
- Ms. Feltman shared the updated recommendations for vote: some committee members suggested having “Assessments” (5.c.)
- A committee member did not agree with the addition of the word “and” (5. d.)
- The committee proposed changes for a vote

Dr. Flaherty asked for a motion to approve the proposed syllabi policy Ms. Roseanne Feltman made a motion to approve, and seconded by Mr. Dennis McNamara. Motion carried.

Ms. Pat Knol stated her department did not agree to the policy changes. The Topical Learning Outcomes should be removed from the syllabus policy.

Ms. Gail Krahenbuhl shared that if the Topical Learning Outcome is removed from the policy then she will agree to vote yes, otherwise, it will be a NO.

Mr. Dennis McNamara proposed a secondary motion to edit the document so that the words Topical Learning Outcomes/and removed and that item “d” reads with those words removed.

VP Campos shared that at the Scholars’ celebration, it was mentioned that one of the scholars was a member of the committee. What was the student’s input in having these changes?

Ms. Feltman shared that one student voted yes to include the wording (although, initially they were not in favor of it), and the other voted no. Dr. Flaherty noted that the students were told this would help with credit transfer, which there is no evidence to support.

Mr. Lenier stated he agreed with Mr. McNamara’s motion.

Dr. Julianne Murphy shared that the Topics and Topical Learning Outcomes must be on the Master Syllabus and that what we are debating is whether it should be on the sectional syllabus viewable by students.

Dr. Flaherty stated there was a motion by Mr. Dennis McNamara and seconded by Mr. Lenier to remove Topical Learning Outcomes/and. Passed.

Dr. Flaherty asked for a motion to approve the proposed changes to “d” is now “A weekly schedule including assignments, activities or readings”. Vote 13 to 7, Passed.

- C. **Student Development:** Ms. Mary Casey-Incardone stated the committee met on May 5th
- The committee is planning activities and events for next year
 - The committee will continue to meet on the second Friday of each month via Blackboard at 1 p.m.
- D. **Academic Support:** Mr. Christopher Clem stated:
- The committee discussed the Late Registration Policy
 - Results and final recommendations for Senate approval of the Late Registration Policy
 - The committee and subcommittees went through all of our peer institutions throughout the State and identified their late registration policies.
 - Every single institution has a late registration policy that says there is no such thing as late registration, they provide mechanisms for students to be petitioned into a course late at the advice/consent of the faculty. A lot of the institutions have alternate formats that allow students to enter post the first day of class.
 - The committee had a visit from Mr. Tharakunnel and share the Impact of Late Registration on Enrollment and Student Course Outcomes data. *(Only people who had registered after midnight the night before the course started and also continue to persist in that course past the 100% refund period were considered in the data sent. Dual credit and other non-Triton credit enrollments were not considered).*
 - Enrollment data from pre-pandemic and post-pandemic, Unduplicated Headcount, Credit Hours, and Course Outcomes was shared.

Mr. Christopher Clem stated the committee has proposed the following language for the change to our present Late Registration Policy:

After review of the late registration policies of our peer institutions, as well as data provided to us from Institutional Research, it is the recommendation of the Committee that Triton return to our original late registration policy (no registration after midnight, the night before a class begins, however, faculty may petition registration at their discretion). Furthermore, since the research demonstrates that there is a population of students which does not make the registration deadline, the institution should support alternate formats of 14- and 12-week courses. We recognize that this has implications for insuring that instructional minutes are met, as well as for Scheduling with room assignments. The Committee encourages the Administration to seek technological solutions for these issues.

Dr. Flaherty asked for a motion to approve the proposed language change for the Late Registration Policy, seconded by Ms. Roseanne Feltman. Passed unanimously.

Mr. Clem shared his concerns that no one has stepped up to fill the chair seats.

E. Campus Quality: Ms. Jacqueline Mullany stated that the committee:

- Discussed two main topics
 - LGBTQIA+ student group met with the subcommittee to discuss Triton campus climate and proposed:
 - Visible career-friendly and safe spaces in events where the students can discuss problems that they face.
 - Pronouns should be changeable in Blackboard.
 - Should have required training for supporting LGBTQ+ for all professors on gender identity and respecting people's pronouns.
 - Sending common grounds student leaders to the annual LGBTQ conference, and having PRIDE events on campus.
 - QUEER studies courses.
 - Also, asked that campus incidents of homophobia and transphobia be taken seriously.
- Discussed the protocol for mobility-challenged students and staff during the different drills.
- Mr. Bill Justiz was a guest and stated “leave students with mobility issues in an area of refuge in the stairwell this is the “recess landing” off to the side and notify a first responder that the student is there” we have one-hour door fire doors, ask a student to volunteer to stay with them.
- Suggestions to have faculty workshop on these policies.
- Continued discussion on membership updates to be discussed in the fall
- Air quality issues were addressed for the G218 area.

F. Professional Development: Ms. Angela Staunton shared the committee met on April 26th.

- The committee completed all of the revisions to the Full Time Faculty Observation Form.
- One last item will be added to the form “Disclosure Statement”.
- The final DRAFT will be presented to the Senate in the first fall meeting.

G. Online Education and Technology- Ms. Gretchen Reyes shared that the committee met on May 3rd.

- The committee reviewed best practices and will be added to the Master ULTRA shell list
- Discussed focusing on AI ideas and other possible tools
- For ideas or suggestions on technology for the campus, please contact Ms. Gretchen Reyes.

Mr. Kurian Tharakunnel stated that **Operation Assembly** met on May 8th and reported to the following committees:

- **Academic Affairs:** Reported that 262 students served since new staff came on board **Career Services**. Working one-on-one with SEED students on preparing for interviews and job placement.

- **Business & Technology:** Reported that the annual Auto Show took place on Sunday, May 7th. Over 600 show cars participated and more than 1500 attended the event. The Farm Stand is open under the B pavilion from 11:30 a.m. to 2 p.m. They will have a plant sale for Mother's Day. The automotive department hosted a high school team-based challenge. The West Leyden school was the winner and was presented with an award at the auto show.
- **Student Affairs:** Reported that Financial Aid has begun auto awarding for Fall 23. Automatic awarding of Pell and work-study within 48 hours after FAFSA has been received and if eligible. The MAP Grant is still a manual process. Graduation regalia are available for pickup at the bookstore. The admission area will conduct a Parent Night Info Session on Monday, May 15th from 5:30 p.m.-7:30 p.m. New Student Wednesdays, every Wednesday in June and July from 10 a.m.-5:30 p.m. in the B-Building. Summer Scholars Grant enrollment initiative has launched. This is similar to Summer Refresh, however, focused on our adult students aged 25 and over. 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.
- **Business & Facilities:** Reported that they will be working on two projects during spring and fall. The window replacement project is to start May 16th in the D and E buildings. The asphalt paving project is to start in June.
- **Adult Education:** Reported that they are preparing for the Graduation and End of Year Celebration on June 8th at 6 p.m. with 26 students in the National Adult Education Honors Society. Access to Literacy Grant has met the grant target, # of students served, and # of volunteer tutors. The Adult Education grant amount has increased to \$1.95 million (a 50% increase from the FY17 grant amount of \$1.2 million)
- **Technology:** Reported that they are working on a new vendor to replace the photo ID platform. Continuing to work on migrating Self-Service, one area is the time-card process, and documentation for the process is completed. Support areas will be done first and move to other areas. Continuing to work out Ellucian Experience new platform that will replace WebAdvisor. AT&T new phone circuit testing and configuration have been finalized. On June 2nd, the existing phone circuit will be moved to the new one. The DNP (Drop for Non-Payment) process will be changing in the Fall.
- **DEI:** Reported that It is Asian American Pacific Islander Heritage Month. There is an Alumni spotlight showcasing Chef Bill Kim. DEI website is updated with resources for students and employees.

- **Research and Institution:** Reported that 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 as well as continued education, how many students transferred, and how many students have employment after graduation.

NEW BUSINESS

A. Announcements:

Dr. Flaherty shared that most of the Senators are currently up-re-elected or reassigned. There are two open seats.

Ms. Joyce Fritz substituted today for Nursing.

Dr. Flaherty shared that Ms. Roseanne Feltman will be stepping down as Chair of the Academic and Scholastic Standards Committee.

There are three seats open for chairs.

Dr. Flaherty stated that he planned on keeping the meetings virtual.

Next meeting: Tuesday, September 12th at 2:30 p.m. via Blackboard.

Enjoy your summer!

ADJOURNMENT

Motion to adjourn by Dr. Julianne Murphy and seconded by Ms. Rebecca Fournier. Motion Carried.

Dr. Flaherty adjourned the meeting at **4:01 p.m.**

Respectfully submitted: Cassandra Ramirez
Cassandra Ramirez

Minutes Approved: Dr. Michael Flaherty
Dr. Michael Flaherty