

CALL TO ORDER

President Moore called College Council to session at 2:02 p.m. in B-204.

ATTENDEES

Council Members Present: Mary-Rita Moore, Frank Alvino, Purva DeVol, Beth Dunn, Joe Klinger, Jason Lemberg, Hilary Meyer, Ty Perkins, Colleen Rockafellow, Shelley Tiwari, Kurian Tharakunnel

Council Members Absent: Mark Kouria, Shekinah Lawrence, Maria Solorio, Mary Wink

Others present: Jeanette Bartley, Susan Campos, Mary Casey-Incardone, Dominique Dial, Panos Hadjimitsos, Paul Jensen, Justyna Kohtz, Jodi Koslow Martin, Lena Musa, Brenda Jones Watkins, Nicole Zumpano

APPROVAL OF MINUTES

Mrs. Rockafellow made a motion, seconded by Mr. Lemberg, to approve the minutes from the regular Council meeting of November 18. Voice vote carried the motion unanimously.

HOT TOPICS

None.

OPERATIONAL ASSEMBLY

Dean Meyer provided an overview of the committee recent activities.

In the area of Technology, Modern Campus has been approved as the vendor for our new website. The new employee electronic resource guide has been implemented, with plans for further revisions and enhancements. The Heritage Month Committee is finalizing details on Black History Month events (more details in January). The Research & Institutional Effectiveness team worked on the Fall 2024 Fact Sheet that is now available on the college website. A two-page document is distinct from the more detailed Fact Book that is going to be published in January. As for the Academic Affairs, Early College is partnering with the School of Continuing Education to offer cohorts for FY26 (including Dental Assistant, EKG, Optician, and Physical Therapy & Sports Medicine Aide). The Continuing Education Spring 2025 guide is now available online and being printed for home distribution. The Student Affairs updates included the following:

- To better support students and accommodate easier access, the ETRC is moving from the 3rd to 1st floor in Spring 2025.
- Academic Coaching piloted by CAAS team will be available by appointment starting Spring 2025. Drop-ins are also welcome.
- Triton Week was held last week at East and West Leyden high schools. Upcoming Admissions events include English and Spanish campus tours, a Next Step Workshop, a Pathway Spotlight on Visual Communication, and high school group visits.

- Thanks to Student Life and TRIUMPH & SURGE who coordinated this year's Adopt-a-Wish program.
- FAFSA workshops are being held to kick off the new FAFSA that opened on 12/1.

In the area of Business and Facilities, ongoing projects include window replacements over the next few years and installation of roof guards to meet OSHA requirements. A bird issue (birds entering the Bridge building through windows) is being addressed. Internal guidelines are being considered to limit charging time for electric cars occupying charging spaces for too long. Winter sports are performing well, and some teams may be heading to Nationals. The last payroll of the year will be on December 27. Hourly staff must have their timecards approved by December 23. In the Marketing & Communications area, Spring marketing materials are live and the Continuing Education guide is almost finalized. The Employee Bingo Bash held last week was successful. The 50th anniversary of the college radio station will be celebrated in April 2025. A student profile campaign featuring weekly student stories on the Triton Pride homepage has been launched. From Human Resources, full-time employees should update health insurance policies, enroll in a flexible spending account (FSA), and review beneficiaries for retirement or life insurance policies. The new full-time faculty seniority list and the new adjunct faculty pool list will be sent out in January. President Moore gave a shout-out to all involved in creating and updating the online resource guide.

ACADEMIC SENATE

Senate Chair Dunn reported that all Senate Subcommittees now have Chairpersons (effective January 2025). As for curriculum, there are some course additions. The Student Development Committee has scheduled a Blood Drive event on March 5 and a faculty vs. student Trivia Game on April 3. In terms of Campus Quality, the following issues were discussed: the addition of more gender-neutral bathrooms; help for unhoused students; the need of a lactation room in the library; and how to submit anonymous feedback. Academic Support discussed posting students' photos on portal with student details. Academic and Scholastic Standards discussed the forgiveness policy (to be voted on in February). In the area of Assessment, Ms. Dunn reported the following: the handbook was updated; all courses will be assessed in a three-year cycle; all Program Outcomes will be assessed in a three-year cycle (AAS and Certificate); and all Gen Ed Outcomes will be also assessed in a three-year cycle (this will be in Gen Ed courses only). This year Critical Thinking is being assessed. The Professional Development Committee is planning Spring Faculty Workshop and has recently updated bylaws and responsibilities. The OETC updates included adopting a new rubric for assessing new online courses, updating membership, and discussing an AI policy. The next Academic Senate meeting is scheduled on February 11.

STUDENT SUCCESS

Jason Lemberg was invited to present an update on his Guided Pathway work. In support of student success and student retention, the student services team is monitoring data and success metrics like attendance and faculty & student alerts, as well as tracking student course plan, timeline, progress, and test scores. The Student Success Team along with Advisors and Faculty are working to ensure the effectiveness of cross-departmental collaboration and the student support services tools being used. What are the barriers? What do we miss here? Hands on workshops, departmental meetings, more personalized support (instead of more tech), and other venues are needed to clear the path to higher retention rates and student success.

NEW BUSINESS

Purva DeVol invited Kurian Tharakunnel, Jeanette Bartley, and Paul Jensen who provided a mid-year update on the Strategic Plan Goal 1 (assuring quality and innovation in teaching and learning to increase student recruitment, retention, and completion). Mr. Tharakunnel started his presentation with Action Plan 1, which is to equip faculty with knowledge and resources to improve persistence and completion rates across all areas of study. In support of this action plan, the committee is collaborating to identify and develop new reports/dashboards related to student retention and completion based on faculty feedback, and to conduct faculty training sessions on those new reports and dashboards. In terms of progress, the Action Plan 1 committee met three times in Fall 2024 and finalized the development of three new data resources, and conducted two additional faculty training sessions. Plans for Spring 2025 include development of three supplementary data resources, as well as scheduling three hands-on CTE workshops with both Triton student level and institutional level data. The question remains how to maximize faculty participation in CTE training planned for Spring 2025.

Next, Dean Bartley provided an overview and progress of Action Plan 2 that focuses on identifying and replicating successful practices across all departments to solidify students' progress on their guided pathway. To move things forward, in October the committee sent three surveys to all academic department chairpersons and received feedback from 20 (out of 30). Further, faculty will employ the CTE resources and the department meetings as additional instructional and engagement strategies to positively impact student progress, support student belongingness and success. To better support faculty, more CTE workshops will be offered in Spring 2025. Since collecting data related to student success is multi-faceted and impacted by different variables, we need clarification on what data related to the impact of belongingness strategies on student success (quantitative and /or qualitative) we can gather from faculty.

The Strategic Plan Goal 1 Update was concluded with Paul Jensen's summary of Action Plan 3, which is delivering an 8-week course format to accommodate students' schedules. The committee work included creating a list of courses and programs to be offered in 8 weeks (over

200 courses) and identifying one program to be offered with flexible start scheduling (HVAC Installation Assistant and HVAC Installation Technician). From the eleven programs/degrees that were identified, three to five courses will be piloted in 8-week flexible formats in Fall 2025. To ease the transition to 8-week programs, Student Affairs and IT/Business Services planning committees are already reviewing support services. In addition, CTE will offer workshops for faculty interested in preparing new or reformatting existing 16-week courses for delivery in 8 weeks, and the Marketing and Communications Departments will begin promotional campaign as early as Spring 2025.

Feedback is requested from faculty who previously offered an 8-week course in both the in-person and online modalities. (Are students performing better in one over the other? Is there a preference for one over the other?)

NEXT MEETING

The next meeting of College Council is on January 27, 2025 from 2:00 – 4:00 p.m. in B204/210.

OTHER

President Moore announced that Triton College has secured a grant from the U.S. Department of Energy.

ADJOURNMENT

Ms. Meyer made a motion, seconded by Mr. Klinger, to adjourn the meeting. Voice vote carried the motion unanimously. College Council was adjourned at 3:32 p.m.