CALL TO ORDER
President Moore called College Council to session at 2:05 p.m. in B-204/210.

ATTENDEES
Council Members Present: Mary-Rita Moore, Humberto Espino, Michael Flaherty, Michael Henson, Lakedra Love, James Malarski, Vezire Osmani, Susan Rohde, Purva Rushi, Kurian Tharakunnel, Shelley Tiwari.

Council Members Absent: Jasmine Garcia.

Others Present: Maxi Armas, Susan Campos, Christina Hunt, Denise Jones, Joe Klinger, Lauren Kosrow, Jacqueline Lynch, Hilary Meyer, Kelly Polen, Calvin Washington, Brenda Jones Watkins.

APPROVAL OF MINUTES
Dr. Flaherty made a motion to approve the minutes of the January 24, 2022 College Council meeting, seconded by Ms. Rohde. The motion carried unanimously.

HOT TOPICS
Dr. Flaherty brought up the issue of a student being able to register for overlapping classes, which the system should not allow. It was requested that Dr. Flaherty send Dean Denise Jones the student's name. After she looks into the incident, communication will come to Council through email.

OPERATIONAL ASSEMBLY
Dr. Tharakunnel reported that the group met on February 14 and provided the following highlights. Academic Affairs reported that this spring, DVR will be bringing high school counselors to campus monthly, visiting different departments and locations to help them get a new perspective of the college and its offerings. The Automotive and Engineering Technology websites are being revised to include more industry and high school pathway information. Twenty online courses are being developed to pilot in the fall. Student Affairs reported that Financial Aid or offering weekly workshops this month to help students understand opportunities and processes. Black History Month Events are being held throughout the month of February. Human Resources reported that annual evaluations will take place in April. Technology is working on several projects including: adding Curriculum Track program maps into Colleague, a new Financial Aid platform, replacing the telephone system including new voicemail, and multifactor authentication for email. Diversity is developing Year 2 Action Plans, and Classified and Mid-Management staff will have a DEI training workshop during their in-service. Research has completed enrollment reporting for spring; summer reporting will begin in late March. The student rep reported that students need additional outlets in the cafeteria to charge phones and computers.

In response to last month's request for a visual presentation of the new retention alert, Hilary Meyer and Christina Hunt provided the following information on CRM Advise. Retention alert is

a notification that a student needs assistance. The alerts go to the appropriate student support staff. Different types of alerts include: accommodation support, kudos to student, at risk of failing a course, attendance issues, emotional and personal support, referral to a tutor, and financial aid or technology concerns. Faculty can access the retention alert system through their Blackboard class shell, the employee portal, or the retention alert website. Support staff access it through Colleague and screenshots were shown of what the faculty or staff see. The timeline for handling an alert is as follows. When an alert is sent, an automated email immediately goes to the student saying that someone will reach out to them. The student gets a text within two days, and a phone call after four more days, which is a response time of six days.

President Moore expressed appreciation for the faculty and staff who have been working through this. Those involved have been supported through a series of training and refreshers, and CTE sessions for faculty. In addition, quick reference guides have been developed for both faculty and staff. As far as data and assessment on retention alert, this is the first semester it is being used, so data will be available at the end of the semester. Dr. Flaherty discussed alert systems that have been used in the past which did not yield positive results, commenting that consistently helping students will be key to the success of CRM Advise.

ACADEMIC SENATE
Dr. Flaherty reported the following highlights from the February 8 Senate meeting. Curriculum has deleted Nuclear Med courses, and is moving forward with course revisions of some developmental education courses so that students are only one step away from college level courses with the use of co-requisites. Student Development is putting together focus groups to engage students on their comfort and feeling they belong. Assessment is looking at developmental education course outcomes and announced that Learning Improvement Week will be held April 18 – 22 with the Learning Improvement Summit on April 22. Online Ed & Technology is developing a protocol and forms for online and hybrid course development.

STUDENT SUCCESS
Guided Pathways Pillar 4 Update – Ms. Tiwari along with Workgroup Chair Maxi Armas provided an up on Guided Pathways Pillar 4 – *Ensure Learning* – as follows. There are three Year 1 Goals for Pillar 4. Goal 1 is to *establish shared understanding and definitions around teaching and learning*. The following definition has been established.

> Definition of Leaning - Learning is something students do for themselves. It is the direct result of how students interpret and respond to their experiences. It involves understanding, relating ideas, and making connections between prior and new knowledge, independent and critical thinking, and the ability to transfer knowledge to new and different contexts. It is a process that: is active, is cognitively engaging, is collaborate, is experiential, is field-relevant, is self-directed, and is student-driven.

Goal 2 is to *encourage the use of high impact practices (HIPs) including experiential and*

active learning in classrooms. This applies differently in each discipline. An inventory of current high impact educational practices used by faculty has been completed, and now training is being identified and developed to offer focused professional development opportunities to faculty on HIPs, including through the CTE.

The group is now discussing Goal 3 which is the *alignment of the pillar with other institutional initiatives such as Assessment, CRM Advise, Curriculum DEI, Research, Strategic Plan, and the other Guided Pathways pillars*.

Guided Pathways Assessment – Ms. Tiwari noted that we are in the third year of Guided Pathways work, and provided the following report. She showed snapshots of student enrollment for both new students and all students divided by areas of study. It is based on unduplicated head count, although some programs fall under more than one area of students. Key takeaways are that the college is doing good with getting students on a path early on, and there is a small improvement (5% decrease) in the number of new students not enrolling in any program of study. There was comment made that the "no area or program of study" will become undeclared, undecided student.

OLD BUSINESS
None.

NEW BUSINESS

COLLEGE COUNCIL MEMBERSHIP: ELECTIONS & APPOINTMENTS
It was announced that Ray Porcayo has left the college so there is vacancy for the Hourly Rep. The Adjunct Faculty position will also be up for selection in the new fiscal year. The vacancies for the Student Affairs and Academic Affairs reps will be filled with appointments by the President. The Adjunct and Hourly reps will need an election. Dr. Rushi reviewed the steps that take place when a College Council term finishes and asked for volunteers for a small election committee who will work in tandem with the Research Office.

NEXT MEETING
The next meeting of College Council is scheduled on March 21, 2022 from 2 to 4 p.m.

OTHER
Wrestling Team – President Moore expressed congratulations to the nine student athletes who qualified for the National Tournament at the district finals on Saturday.

Shared Values Award – Ms. Rohde reminded that the deadline for nominations for the Shared Values Award is this Friday. Council was encouraged to think of those individuals or teams who exemplify shared values and submit a nomination. The nomination process is completely online. The Triton Shared Values are: Collaboration, Equity, Excellence, Inclusion, and Diversity.

Performance Appraisals – Ms. Rohde noted that training is available through the PDC, both online and in person for going through a performance appraisal.

Blackboard – Mr. Espino commented that the college is moving to Blackboard Ultra in the summer semester. It will be easier to use with a modernized navigation component and will more customizable. Changes will be communicated and training will be available in the CTE.

ADJOURNMENT
Dr. Flaherty made a motion, seconded by Ms. Rohde, to adjourn the meeting. College Council was adjourned at 3:37 p.m.

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