CALL TO ORDER: Dr. Michael Flaherty called the meeting to order at 2:35 P.M.

Members Present: Liz Brindise, Christina Brophy, Sue Campos, Mary Casey-Incardone, Marianna Desmond, Kathi Derensinski, Michael Flaherty, Rebecca Fournier, Julie Gilbert, Bob Greenwald, Ruth Hallongren, Dubravka Juraga, Larry Manno, Seth McClellan, Mike McGuire, Jacqueline Mullany, Peggy Murnighan, Lisa Samra, Sylvia Sztark, Shelley Tiwari and Barbara Zak

Adjunct Representative: John Cadero

College Council Functional Committee Additions:
Ex-Officio Members: Cheryl Antonich, Patricia Granados, Doug Olson and Stu Sikora

Guests: Luisa Hernandez, William Griffin, Lorette Doct, Susan Collins, Paul Jensen, Mary Ann Tobin, Humberto Espino, Mary-Rita Moore, Quincy Martin, Amanda Turner, Corey Williams, Marie-Ange Zicher, Gail Krahenbuhl, Alexis Lorzano and Roman Sabiniewicz

APPROVAL OF MINUTES

Bill Justiz made a motion to accept the minutes of October 16, 2012, seconded by Bob Greenwald. ♦ Motion carried unanimously by voice vote.

COMMITTEE REPORTS

A. College Curriculum: Susan Campos advised Senate that the following changes have occurred within the Curriculum Department:

New Courses:
• PED 116, 121 & 172

New Curriculum:
• C536C

Revised Courses:
• CJA 127, 148, 171, 241 & 296
• BIS 100, 101 & 108
• AHL 101, 102, 103 & 120
• PED 103 & 104

All new items will be presented in Spring 2013. AVP Antonich mentioned that there are some variable policies that still need to be reviewed and to also look at your courses outlines in order to be better prepared for HLC visit. ♦ Julie Gilbert made a motion to accept the minutes of Curriculum Department’s from their November 2012 meeting and it was seconded by Lisa Samra. ♦ Motion carried unanimously by voice vote.

B. Academic & Scholastic Standards: Julie Gilbert informed Senate that their subcommittee met in order to discuss possible ways to educate faculty/staff and students about the revised policy which include the following:
Faculty/Staff Workshop(s) using powerpoint presentations
Hosting a DSST representative and review of the CAEL website to explain the process
Faculty Development Workshop
Increase awareness or marketing through visibility on Triton website via campus monitor screens.

Future committee work ideas were discussed which included ways to help improve the graduation petition and completion rates. Possible solutions were presented such as:

- Informing students on eligibility
- How to apply for certificates
- Displaying eligibility for certificates on transcripts and in the ERP System
- Ways to improve reverse transfer

Lastly, another proposed idea is to create a STAR Faculty/Staff Award, similar to the STAR Student Award, in possible partnership with TCSA to help motivate excellence and demonstrate our commitment to our students. A third idea discussed involved possibly providing further descriptive information about restriction codes reported on Class Lists. Information will be gathered regarding Class List information to be reported under the new ERP System.

C. Student Development: Mary Casey-Incardone shared with Senate that their committee met to review the committee’s membership and governing by-laws. They also reviewed the HLC recommendations that were presented in the summer of 2012 along with setting goals and scheduling meetings for fiscal year 2013.

D. Academic Support: Bob Greenwald stated that they did not meet in November. The members all took the Placement Testing and he was elated that he passed. He reiterated that the purpose of having the members to take the test is to ensure that our students are well prepared and that the test represents our best abilities.

E. Marketing: Mike McGuire advised Senate that Marketing was unable to meet due to ERP Training. However they will meet the following week in order to discuss measuring their impact with the Research Department.

F. Quality of Life: Jacqueline Mullany stated their subcommittee met on October 18, 2012. They discussed how theft in the R Building locker rooms’ continue to be a problem. The police department has been working with the staff from the fitness center to try to address and eliminate this issue. Possible strategies were discussed include: implementing a buzz-in only option, cameras in the hallway and/or ID entranced hallway. They are scheduled to meet on the 3rd Thursday of each month at 2pm in E209.
G. Professional Development: Peggy Murnighan said they met in order to finalize the Spring 2013 Faculty Workshop speaker and agenda which was approved by VP Olson. Full-time Faculty nominations are being held from November 1 - December 3, 2012. All nominations can be sent to Shelly Tiwari via email at stiwari@triton.edu or sent interoffice to Room E-228. There is a vacancy for adjunct faculty member and if anyone is interested in chairing this short term committee, please contact Shelley Tiwari. The faculty recognition reception is on April 29, 2013 at 2pm in Room B-204/210.

H. Assessment: Larry Manno advised Senate that during their open meeting, there were attendees of the Assessment Institute in Indianapolis who shared their experiences and provided information about current initiatives occurring within assessment. The highlights of the subcommittee meeting included the following:

- All programs expect music (due to lack of full-time faculty) submitted assessment plans for 2011-2012 academic year.
- Have not received all 2011-2012 assessment reports but working with those departments in order to collect the reports.
- Implementation reports for 2011-2012 academic year and assessment plans for 2012-2013 are due on November 15, 2012.

For a more in-depth review of the Assessment Committee Meeting Minutes, please visit www.triton.edu/assessment

AD HOC COMMITTEE REPORTS

A. Learning Communities: Renee Wright stated that we have at least 6 to 7 communities. They discussed ways in getting the information out earlier to our students.

B. TAC: Humberto Espino reminded everyone that the 3D technology class is tomorrow at 2pm in Room a-215 Library. A 20 minute presentation will be given by Gabe Guzman.

OLD BUSINESS

A. Student Success: Shelley Tiwari presented Student Success Initiatives update report which included information from the Fall Testing and Placement data as follows:

Improving College Readiness: In fall 2012 93% of our students either took the test or were waived for it, hence 7% have somehow fallen through the cracks and were not tested at all, which is why we need to focus on how to our increase this percentage to 100%.
The data also shows that 70% of all new students are referred to developmental math, 21% referred in developmental reading, and 33% in developmental writing.

Also, of those referred, 46% of students enrolled in math, 67% enrolled in reading, 55% enrolled in writing. It would be important to track and find out what is happening to students who are not enrolling in the courses that they were referred to.

Lastly, in fall 2012, out of those who took the placement test, approximately 96% students were placed in developmental math under which 61% are placed in the lowest level of developmental math. *i.e. Mat 045.*

66% of our students were college ready in reading while 33% were placed in developmental reading, and 47.4% of the students were college ready in writing while 52% were placed in developmental writing.

According to the student success work plan, few activities remain under these success initiatives. For example, under Goal 1: Mandatory Placement Testing
- Implement testing review sessions for all areas (math, reading and writing)
- Review advisement and placement occurrences as a result of the intervention (student success plan)
- Compliance with the testing policy (*This is where help from different subcommittees would be very useful*)

Shelley urged the committee to contact her if they would like to volunteer to take on one or more of these activities. Bob Greenwald expressed that Academic Support is already looking at the advertisement including the flyer to see if it is effective. Julie Gilbert conveyed that the Mandatory Placement Taskforce is also looking and will provide results of their findings.

**ANNOUNCEMENTS**

President Granados said that the College Council is currently in communications with a consultant regarding our 5 to 7 year strategic plan. Academic Senate’s main focuses will continue to be on acquiring human talent, program and course development as well as whatever other needs may arise.

Luisa Hernandez reminded everyone that Triton College is a Hispanic serving institution so we are applying for Title V Grant. The committee is looking at the data and some our needs especially in college readiness. We need input!!

Our library is having a book sale which will run from November 26 through December 3, 2012.
Motion: Christina Brophy made a motion to accept which was seconded by Lisa Samra.
Dr. Flaherty adjourned the meeting at 3:10 P.M.

Respectfully submitted: 
Rosa Parker, Secretary

Minutes Approved: 
Michael Flaherty, Senate Chairperson