CALL TO ORDER: Dr. Michael Flaherty called the meeting to order at 2:34 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 and Barbara Zak

Adjunct Representative: John Cadero

College Council Functional Committee Additions:

Ex-Officio Members: Cheryl Antonich, Patricia Granados, Doug Olson, Stu Sikora and Shakana Kirksey

Guests: Gregory Catena, Luisa Hernandez, William Griffin, Lorette Dott, 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 September 11, 2012, seconded by Christina Brophy. Motion carried unanimously by voice vote.

COMMITTEE REPORTS

A. College Curriculum: Susan Campos advised Senate that majority of the courses have been revised or included a better description of its program offerings. In the last two weeks the following changes have occurred according to our program offerings:

New Courses:
- HTH 215 & 216

Revised Courses:
- CJA 125
- C217B
- C336A & C536A
- C448M
- ENG 170
- HTH 104, 110, 120, 150, 210, 220, 221 & 296
- NUM 100, 103, 140, 155, 160, 161, 181, 260-262, 265, 280-282 & 285
- PED 152, 156, 158, 159, 194-197, 201 & 296
- U230A30

Deleted Courses:
- PED 132, 202 & 151

Curriculum Boot camp will be held on Thursday, October 18, 2012 from 12:30 pm to 3:30 pm in E-210.
B. Academic & Scholastic Standards: Julie Gilbert informed Senate that her committee met in order to discuss policy changes. Dr. Amanda Turner said the committee spent quite a bit of time on the procedures and will revisit the procedures and then provide training documentation. They are subject to further refining the policy. Dr. Flaherty confirmed that this will be for specialized courses and it will be up to those instructors to determine if the requirements are met for the course. The burden is on the receiving institution to decide whether or not to accept the grade.

Dr. Flaherty asked Senate to endorse the Acceptance of Academic Credit Policy. Christina Brophy made a motion to accept and it was seconded by Lisa Samra. Motion carried unanimously by voice vote.

C. Student Development: Mary Casey-Incardone shared with Senate that their committee’s first meeting for this semester was on September 24th but there wasn’t a quorum. Scheduling seems to be a slight issue but this semester there appears to be enough people available to attend their meetings in order to help vote.

D. Academic Support: Sub-committee meetings are held on the first Monday of each month from 3pm – 4pm. All of their members plan to take the Mandatory Placement Exam.

E. Marketing: Sub-committee met with Dr. Griffin regarding the options of Marketing and Finance. They will look at the various options and will develop a strategy to implement. Their meetings are held on Tuesdays at 2:30pm.

F. Quality of Life: Karen Deresinski communicated that her committee is scheduled to meet on Thursdays at 2pm. They had a conversation in regards to scheduling and as they move to the new ERP system they want to ensure that they are cognitive of different building events while keeping in mind to not disturb our students’ academic success.

G. Professional Development: Peggy Murnighan confirmed that their sub-committee meetings are held monthly on Thursdays at 2pm. There were 71 feedback forms received from the fall faculty workshop. The data on the feedback forms were that many of the people had been on the job anywhere from 3 to 18 years.

H. Assessment: Larry Manno shared with Senate that October has designated as Assessment Month. One of their main goals is to assist departments that are still working on completing last year’s assessments.

Important Assessment Dates:
- Implementation Report is due on November 15, 2012.
- Assessment Report is due on June 15, 2013.

Important Assessment Information:
- Section III provides a general calendar of assessment activities, due dates etc.
• Section IV gives information about the assessment cycle.
• Section V gives ideas on how to create assessments plans.
• Section VI provides information on how to use assessment results which will be submitted into the assessment implementation report.

General Education Outcomes Form has not been approved as of yet, but we plan to have it approved and available online. For additional information and assessment forms, please visit: www.triton.edu/assessment. Any attachments that you would like to have uploaded should be sent to assessments@triton.edu

AD HOC COMMITTEE REPORTS

A. Learning Communities: No one was present to provide an update.

B. TAC: Humberto Espino shared with Senate that they discussed their final report for the HLC accreditation on criteria 3-D and 5-A, there were some comments in reference to what was submitted and agreed for the most part that the influence of this committee on the decision making of how technology is implemented on the college plays an important role.

3D-Technology - Apple TV: There was a positive response from the committee members in how our institution is looking for innovative ways to engage teaching and learning experience in the classroom. Their next meeting will be held on November 15, 2012. They will be holding a demonstration on 3D- Technology and all departments are invited to attend.

It is encourage that any questions or concerns that you may have will be addressed at TAC Meetings which are held every second Wednesday of the month at 2pm. Everyone is invited to attend.

OLD BUSINESS

A. Student Learning Outcomes:

Dr. Flaherty said we have received the endorsement from Dr. Granados for the General Education Outcomes. Marilyn Craig has agreed to submit it to the adjunct faculty. We will be looking at other ways to distribute this information to all.

NEW BUSINESS

VP Olson said that this is the draft of the Religious Observances Policy which was presented to our attorneys for review. It is likely that this will not be submitted to Senate until sometime in
December 2012. It is the responsibility of the student to provide enough notice and make up any time that is missed from class assignments. He also confirmed that this does not affect employees and is only for students. Stu Sikora asked what are considered reasonable accommodations? VP Olson stressed that it is the discretion of the faculty to make this determination. We may have some complications because they are very strict but it is workable and it is by law that must adhere. Dr. Granados said it is reasonable but our students will still need to provide enough notice in advance when they are going to miss class, so please be sure to mention this in your syllabus.

Dr. Flaherty mentioned that sometimes it does tend to get complicated, and there are things that happen in class that simply cannot be made-up at a later time. Barbara Zak communicated that in Nursing this is a continued wide spread discussion. VP Olson said we will probably see a lot of complications. It is the law and we need to make the necessary accommodation. Mike McGuire inquired if we need to ask for something in writing and VP Olson said he can present it to for the attorney review.

Quincy Martin advised Senate that this policy was also presented to the Chairs & Coordinators as well as the Student Affairs Leadership Team (SALT) and any concerns should be directed to him. Peggy inquired about the language in the syllabus. VP Olson will have the attorney craft the language. TCSA President Shakana Kirksey said she felt that there should be at least one paragraph which depicts what it entails.

Mary Ann Tobin asked if there would be any amendments to the Student Handbook. VP Olson is recommending that our catalog and student handbook includes the religious observances policy.

ANNOUNCEMENTS

ADJOURNMENT

Motion: Dr. Flaherty adjourned the meeting at 3:40 P.M.
Respectfully submitted: Rosa Parker, Secretary
Minutes Approved: Michael Flaherty, Senate Chairperson