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

Members Present: Christina Brophy, Sue Campos, Mary Casey-Incardone, Maggie Enich, Rebecca Fournier, Julie Gilbert, Bob Greenwald, Ruth Hallongren, Dubravka Juraga, Larry Manno, Seth McClellan, Jacqueline Mullany, Peggy Murnighan, Shelley Tiwari and Barbara Zak

Adjunct Representative: Bill Justiz

College Council Functional Committee Additions:

Ex-Officio Members: Cheryl Antonich, President Granados, Dr. Olson and Stu Sikora

Guests: Sherry Burlingame, Pamela Perry, Humberto Espino, Mary Ann Tobin, Ric Segovia, William Griffin, Dr. Turner, Luisa Hernandez, Corey Williams, Deborah Baness-King, Doris Davenport and Marie-Ange Zicher

APPROVAL OF MINUTES

Dr. Susan Campos made a motion to accept the minutes of March 12, 2013 seconded by Mary Casey-Incardone. ♦ Motion carried unanimously by voice vote.

COMMITTEE REPORTS

A. College Curriculum: Dr. Campos confirmed that all approved courses are now available and posted on the website. For a complete list of newly approved and revised courses, please refer to the Curriculum website.

Dr. Flaherty movement to accept the Curriculum Report was accepted by Dr. Christina Brophy and seconded by Mary Casey-Incardone in addition to being endorsed by Academic Senate.

B. Academic & Scholastic Standards: Julie Gilbert reported to Senate that the subcommittee revisited the topic of how to evaluate the readability of textbooks and making courses more reader friendly. Renee Wright has offered to present this topic in a workshop format. The benefit(s) of this workshop was discussed at great lengths with the expectancy of making it available in late October or early November 2013. At the May 2013 Meeting, Shelley Tiwari and a guest from the Data Team will meet to discuss student success.

C. Student Development: Mary Casey-Incardone shared with Senate that their subcommittee met with Shelley Tiwari to discuss Student Success and also met with Pamela Perry regarding HLC. Sylvia Sztark is currently working on updating the website. On March 11-13, 2013 the Student Development Department met with students to demonstrate how to navigate the Student Portal in order to get them in gear for summer registration. The subcommittee had a conversation about offering items as a give away to our students, such as a gift certificate to Café 64.

D. Academic Support: Bob Greenwald mentioned that the subcommittee is working on rewriting the Mandatory Placement Testing brochure. The subcommittee discussed the possibility of offering workshops on the content basis which would include reading, writing and math. Also a workshop on the ramifications of testing low on the Mandatory Placement as well as on how to prepare for Mandatory Placement. The web and review guides are located in the library. AVP Moore requested to be included in regards to Student Success.
E. Marketing: There is nothing to report at this time.

F. Quality of Life: There is nothing to report at this time.

G. Professional Development: Peggy Murnighan shared with Senate that two faculty members will be being recognized at Board Meeting and Faculty Open House on April 29, 2013. Their next meeting is scheduled on April 10, 2013. Pamela Perry will join their meeting in May 2013.

H. Assessment: Larry Manno stated that on April 17, 2013 that the Assessment Committee will be conducting a brown-bag session which will serve as a celebration to recognize all programs for submitting their 2012-2013 assessment plans. It will be held at 2 PM in E-210. If you would like to attend, please RSVP by Friday, April 12. You may RSVP by accessing the CTE’s website at www.triton.edu/CTE. Click on “Register for an event.” Then select “Academic Assessment Committee Brown Bag” (which is the first event listed).

Committee members are in the process of contacting departments they represent. A representative from the committee will work with individual departments to assist them in completing their assessment reports, general education outcomes mapping, and program mapping. All information should be submitted no later than June 15.

The committee explored the feasibility of a five-year assessment plan for the general education outcomes. They discussed the production of an assessment newsletter to better inform faculty of assessment events. The first newsletter will be ready to distribute during the Fall 2013 semester. By the end of June 2013, a representative from the sub-committee should have contacted you in regards to assessment planning.

AD HOC COMMITTEE REPORTS

A. Learning Communities: There is nothing to report at this time.

B. TAC: Humberto Espino and committee met with Pamela Perry regarding the HLC. The installation of the furniture and equipment has been moved into the Smart Classrooms. The faculty is now using it. A final draft of TAC’s purpose, function and mission will be presented at the May 14, 2013 Senate Meeting and once finalized will be posted online.

NEW BUSINESS

Credit Hour Policy - AVP Antonich shared with Senate while attending the HLC Conference at the Hyatt Regency Chicago Hotel that the HLC mentioned that proof is needed as a requirement for any work that has been completed outside. It was also stressed that student will have to really prove that they did the work. We also need to make sure that our course outlines actually say what we are doing. Per the Illinois Community College Board (ICCB) we must give account to our
hours. The Academic Deans and AVP Antonich are asking Senate to (see policy) advise them of anything that is not there that they feel should be.

AVP Antonich also advised Senate that the Academic Deans researched this policy along with ICCB standards to ensure that our policy meets the necessary requirements. Dr. Campos said she felt that the policy appears to be broad, while AVP Antonich stated most policies are.

*Dr. Flaherty move to accept the Credit Hour Policy which was seconded Dr. Christina Brophy and endorsed by Academic Senate.*

Dr. Luisa Hernandez and Dr. Sherry Burlingame presented a brief overview regarding Title V’s purpose which is to assist and enable Hispanic Serving Institutions. March 2014 is the due date for this grant and it usually takes 12 to 18 months to write. Triton is eligible to receive $3.25 million grant. Information regarding Title V is available on Triton’s website via the student portal, if you are unable to find the information you should contact Dr. Luisa Hernandez.

It was discovered that there is even a gap among the African American Students, so they are looking at the Student Engagement Institute to focus on key areas. It was further determined that we do not have a concentrated focus to provide these services to the student upfront.

Dr. Flaherty inquired if the grant will be used to hire faculty to teach them? Prior to the 5 years of the grant being up, Triton will need to look at institutionalizing, this meaning that the institution has to look at funding in the long run. The college needs to also work on its 5 year plan so that the grant money can be used towards a professional and curriculum development plan, as well as when it comes to updating technology space and purchasing of the technology equipment to really help to implement this. Space has been identified on campus which will require 8 to 10 classrooms, 2 computer labs consisting of 30 computers and 2 portable labs, 4 -one on one meeting spaces along with additional small group meeting spaces and Developmental Education Adjunct Faculty Studio. President Granados said that this is a proposal that is being put out here to help us determine the need, so feedback is needed and encouraged.

Dr. Burlingame stressed that once feedback is received we can prioritize the space and if there is not a Developmental Educational Adjunct Faculty support space or classes, an alternate class can come in and use that very same space. Dr. Hernandez mentioned that this is just in the proposal stages and we are mainly focusing on the using it for developmental education department. The Student Success Program is a good example to make it available and part of their first year in school. Shelley Tiwari and Dr. Hernandez both agreed that this would help to support the Achieving the Dream.

AVP Antonich said that aligning and pulling all involved areas together in order to help get our students credited so that this grant can show that there are different pathways one can take to obtain credit hours. Dr. Hernandez said it may take redesigning the course programs in order to use coaches who work closely with the counselors.
President Granados stated that we need to get into gear and that the long term aspects of this grant will help to move us on past the 5 year grant. Dr. Burlingame offered to come to their Senate subcommittee meetings. Title V Grant questions should be referred to Dr. Luisa Hernandez via email at lhernan1@triton.edu or at 708.649.2101 or you may also contact Dr. Sherry Burlingame via email at sburling@triton.edu or at 708.456.0300, ext. 3074.

OLD BUSINESS

Dr. Turner stated that in regards to test scores, Triton will be focusing on the compass scores instead. The translation of raw scores will be used now, since it is LIVE. Our new system, Colleague ERP will only accept the raw scores not Triton’s. Dr. Turner will forward the necessary information as it relates to test scores to Dr. Flaherty who will forward to the Senate Committee.

Pamela Perry is asking for feedback and factual information so that is depicts who Triton truly is in regards to HLC. Chapters 1-4 are posted on the accreditation site, Chapter 5 will be sent through the functional committee chairs. This chapter is very pertinent to Academics. Our goal is to have this revised and completed by the April 19, 2013. Chapters 6-9 will be emailed very shortly. In order to view the specific chapters, you should go to Triton Portal and Accreditations.

Shelley Tiwari said that the ATD coaches recently visited our campus to give their input and guide us on our student success initiatives. Over the 2 days, they met with various employee groups and teams including administrators, full time & adjunct faculty, staff, data team, DREAM delegation and math curriculum team.

The discussions revolved around various topics, with key ones being equity issues, new developmental math curriculum and our next student success strategy: revamping college success courses for at-risk students. Their visit was concluded with a Student Success celebration, which was well-attended by many Triton employees. We want to thank everyone who attended the celebration.

ANNOUNCEMENTS

Liz Brindise nominated Dr. Michael Flaherty to serve as the Academic Senate Chairperson for the term 2013-2014 which was seconded by Peggy Murighan. Dr. Flaherty reminded Senate to make sure that their sub-committee web pages have been updated.

Dean Williams introduced Doris Davenport as newly elected TCSA Student President for 2013-2014. He also made a separate announcement regarding “A Step for Vets” which is a walk and donation drive to help veterans overcome hunger and homelessness. The event is on Saturday, April 27, 2013 from 10am to 2pm on Triton College (West Campus) mounds.
President Granados reminded everyone to be aware of your surroundings and to keep safety tips in mind. Any safety concerns should be addressed to the Crisis Management Team.

**ADJOURNMENT**

**Motion:** Motion to accept was seconded by Liz Brindise and Dr. Christina Brophy. Dr. Flaherty adjourned the meeting at 4:00 P.M.

Respectfully submitted: [Signature]
Rosa Parker, Recording Secretary

Minutes Approved: [Signature]
Michael Flaherty, Senate Chairperson