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

Members Present: Maxi Armas, Liz Brindise, Sue Campos, Maggie Enich, Michael Flaherty, Rebecca Fournier, Julie Gilbert, Bob Greenwald, Ruth Hallongren, Dubravka Juraga, Myrna LaRosa, Seth McClellan, Larry McGhee, Mike McGuire, Jacqueline Mullany, Peggy Murnaghan, Sylvia Sztark and Khallai Taylor

Adjunct Representative: Adrian Fisher

College Council Functional Committee Additions:

Ex-Officio Members: Cheryl Antonich, Doug Olson, Doris Davenport, Patricia Granados, Paul Jensen, Joe Klinger and Stu Sikora

Guests: Mary-Rita Moore, Pamela Perry, Humberto Espino, Mary Ann Tobin, Virginia Cabasa Hess, Quincy Martin, Sandra Hughes, Brenda Jones Watkins, George Lam, Raquel Monge, Larissa Garcia, Amanda Turner, Corey Williams, Deborah Baness-King and Michael Garrity

APPROVAL OF MINUTES

Rebecca Fournier made a motion to accept the minutes of November 12, 2013 seconded by Maxi Armas. • Motion carried unanimously by voice vote.

COMMITTEE REPORTS

A. College Curriculum: Dr. Susan Campos shared with Senate the following changes:

New Courses
C249V
ENT 207

Revised Courses
AHL 115
BIS 100, 101, 108, 114, 136, 137
ENG 101, 103, 105, 113, 114, 170, 202, 231,
NUR 095, 105, 290
MAT 102
RHT 101, 255

Revised Curriculum
C217B

Dr. Flaherty movement to accept the Curriculum Report was accepted by Liz Brindise and seconded by Peggy Murnaghan in addition to being endorsed by Academic Senate.
Academic Senate Report

Dr. Campos stated that they will be offering boot camps to help faculty members that may need assistance with rewriting curriculums. The boot camps will be offered on March 26, 2014 and April 7, 2014. She also mentioned that the ICCB tends to select courses at various colleges to review so you need to be proactive by taking a boot camp because we do not know which courses they will select to review.

B. Academic & Scholastic Standards: Julie Gilbert informed Senate of their meeting dates for the remainder of fiscal year 2014. Mike Garrity, AVP Information Services recently attended their meeting last week to discuss technology at Triton. Per Mike, communications can be sent to our students via email but they are looking into being able to send text messages in the very near future. The text messaging services that Triton uses for the emergency system is a separately contract service which is not connected with our regular services. Mike also stated that once the all staff email has been migrated to Outlook 365 students will be migrated will receive a new Triton email account which will make communicating simpler.

However, it not official policy at this time that all communication must go through email since some of our students do not have access to the internet at home. He also pointed out that the testing of blackboard text messaging capability is included in the plans for future Blackboard updates.

Julie stated that Triton has signed the agreement with CAEL for the portfolio preparation and review process as part of the Prior Learning Assessment policy. CAEL will be conducting a special webinar on the portfolio process which is scheduled for December 10, 2013 at 12:30pm in Room E210.

C. Student Development: Larry McGhee shared with Senate the subcommittee’s plans to address our veterans as well as how other schools tend to address them. The subcommittee will be reaching out to faculty to see how many would be willing to participate and mentor our veteran students. The College of Du Page is 1 of 8 schools available that offer extended outreach resources to veteran students. Mike McGuire offered to provide assistance for the VA resource webpage.

Larry also stressed that the subcommittee is working closely with single mothers to support them while they are completing their studies and to offer any assistance that they may need. Myrna La Rosa said that the length of the semester seems to be the problem that many of her single mother students tend to have. Larry expressed that he will share this with the subcommittee and also asked them if this was found to be an issue at other schools. As of last week when they met unfortunately they did not have enough members present for a quorum.

They will be hosting a Single Mothers’ Resource Fair on March 5, 2014 from 10:30am to 1:30pm in the Cafeteria.

D. Academic Support: Bob Greenwald advised Senate that during the fall semester there were a fair amount of complaints from students such as:

- Tuesday/Thursday classes were indicated on the schedule by a “TH, since then the issue has been resolved.
• Building name was interrupting the letter and room number, however this issue has been resolved.
• Timing of Room Assignments – one issue that came up was that students who registered early were not provided the given room assignment. Since then this has been resolved for the spring 2014 semester. However, 25 Live may change the deadline as it runs its analysis typically two or three weeks before the semester begins.
• Lack of Prime Time Space - 25 Live should solve this issue. Deans must work with chairs/coordinators in adding sections at certain times. Dr. Flaherty stressed that this is not going to resolve the issue, the problem is that there are no rooms.
• Class Locations – 25 Live may address some of this unintentionally.

In conclusion even if 25 Live’s integration is delayed further, Scheduling is more familiar with the ERP’s functionality. Dr. Turner stated that she has checked the numbers and there are currently about 200 students that are using the portal.

E. Marketing: Mike McGuire shared with Senate that the committee is planning a trip to London for the Criminal Justice and Behavioral Sciences classes. They will need at least 20 students to participate. The students are going to London to study law and history.

The Economics Department is looking at having a web presence and how much of it will actually be laid out. Mike mentioned that the branding needs to be consistent with the other departments. The Social Sciences Department is looking at including a mission statement which may be appropriate for other areas at the institution as well.

F. Quality of Life: Dr. Jacqueline Mullany stressed that office theft is another issue that was brought to their subcommittee’s attention. John Lambrecht and Chief Sargent recently attended their meeting and advised that guards are being placed to deter any other break-ins. If this is successful as a pilot program guards will be added to other offices. Their next meeting is scheduled on Thursday, December 19, 2013.

G. Professional Development: Peggy Murnighan shared with Senate that the nominations for full-time and adjunct faculty are due on December 13, 2013. Annette Jajko is accepting full-time nominations while Peggy is accepting adjunct nominations. The winners will be recognized at the Faculty Recognition Open House this coming spring.

H. Assessment: Larissa Garcia reported to Senate that the Assessment Committee is in the process of evaluating all of 2013-2014 plans. By the end of this semester, faculty will be able to view the comments made about their assessment plans. To view a list of the plans that have been submitted, please go to http://www.triton.edu/assessment and then click on 2013-2014 assessment plans.

The committee discussed better ways to ensure that the implementation part of the assessment cycle is serving to improve student learning. At the next meeting, they plan to discuss creating a formal proposal.
AD HOC COMMITTEE REPORTS

A. TAC: Humberto Espino mentioned at their last meeting that they will begin the phase of the virtual classroom initiative very soon. They are also looking into the SMART classrooms and plan to have something to present in order to obtain feedback from our students and faculty. The technology request form is currently under review and will assist the deans to coordinate their requests. Humberto reminded Senate that feedback is welcomed and their next meeting is scheduled tomorrow at 2pm in the Library, Room A-212.

OLD BUSINESS

Title V: Dr. Luisa Hernandez provided an update regarding Title V which is not only targeted to a specific group but is also institutional wide. An extended committee has been brought in and will require faculty involvement. Surveys were conducted and included strengths as well as weaknesses. It was determined that the College of Readiness is one area that the focus is on followed by finding adequate spacing. Other determinants will include the Bridging Programs and using the ERP System in order to create a web-enabling program to use towards our advantage.

There is a big component for Professional Development area within the grant itself. From the previous proposal that was submitted we were looking at developing and capturing detailed data about specific populations which would include training staff and increasing our broadband width.

Mike Garrity is looking at sharing data between classes which will require a number of licenses in order for this to occur. Dr. Hernandez said this will open up the capabilities. Maggie Enich asked how would you access this and Dr. Hernandez mentioned that they are looking into this and this will certainly benefit our Adult Education students which is a very large population. Budgets and identifying personnel are the decisions that are being considered.

ANNOUNCEMENTS

Pamela Perry reminded everyone that there are looking for more faculty representation in the strategic planning groups.

Adrian Fisher announced that their committee is planning a “green” event which is in alignment with learning sustainability outcomes.
Motion: Motion to accept which was seconded by Liz Brindise and Stu Sikora. Dr. Flaherty adjourned the meeting at 3:42 P.M.

Respectfully submitted: 

Rosa Parker, Recording Secretary

Minutes Approved:

Michael Flaherty, Senate Chairperson