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

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

Adjunct Representative:
College Council Functional Committee Additions:
Ex-Officio Members: Cheryl Antonich, Doug Olson, Shakana Polk and Stu Sikora
Guests: Mary-Rita Moore, Pamela Perry, Humberto Espino, Mary Ann Tobin, Mary McLean-Scanlon, Ric Segovia, Virginia Cabasa Hess, Susan Collins, Amanda Turner, Mary Ann Olson, Luisa Hernandez, Corey Williams, Lindsey Westley, Deborah Baness-King and Maxi Armas

APPROVAL OF MINUTES

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

COMMITTEE REPORTS

A. College Curriculum: Dr. Campos mentioned that all approved courses during their March Curriculum Meeting will be presented at the April Senate Meeting. Pamela Perry also attended their meeting to introduce herself to facilitate receiving assistance from the committee to review pertinent chapters particularly chapter 5.

Please refer to the Curriculum website in order to obtain the most current Curriculum forms. The new EPR System will only allow course related pre-requisites to be entered into the system.

Dr. Campos also advised Senate to be mindful of deadlines, given that courses that are not revised by stipulated due dates will not be forwarded to the Curriculum committee meeting and will be held until next month.

B. Academic & Scholastic Standards: Julie Gilbert reported to Senate that Jackie Werner attended their monthly meeting to explain the reverse credit transfer process for degree and certificate completion. Bob Greenwald also attended in order to demonstrate the various websites that are available to evaluate the readability of textbooks. Renee Wright joined the meeting to share some of the resources that are used for readability analysis along with why some students may not be reading the assigned textbooks due to its poor readability. The committee agreed that information shared would be revisited at the April meeting to discuss a possible future workshop.

The committee welcomed their newest member, Lance Wilson from the Science Faculty. However, one more voting faculty member is needed from the School of Arts & Sciences to serve on the ASSC.
C. Student Development: Mary Casey-Incardone shared with Senate a partnership opportunity with Student Success Strategies from the Achieving the Dream (AtD) Data Team. Guest Shelley Tiwari and Mary McLean-Scanlon led a discussion with the sub-committee about student success strategies and ways to assist the college with completion rates.

The Student Outreach Event on March 11th – 13th was very productive and helpful to our students. Handouts were distributed to our students from a variety of services across campus and a laptop was available at the outreach session with the intention of demonstrating the new student portal so that our students can see just how user friendly it actually is. A special “thank you” goes out to everyone that supported our efforts.

The sub-committee recently met with Scot Savage in the Information Technology Department to begin the process of developing a website for their committee. A basic information page as well as a page to house the committee’s minutes will be created. The web pages will be up and running by the end of spring 2013 semester.

Lastly, Pamela Perry Director of Planning & Accreditation requested to be on the April agenda. She is currently working on several of the chapters for the HLC Self-Study Report and will bring draft of the chapters for which the Student Development Committee will review and provide information on. Upon completion, the chapters will be presented again for final review, prior to the April meeting.

D. Academic Support: Bob Greenwald reported to Senate that the sub-committee discussed ways to include a video version of “What’s the Next” steps to be included in the orientation process both via online and in-person which would be sent via email to accepting students. A more in depth discussion mentioned hosting a testing weekend after the completion of ACT Test since both the placement and ACT tests are very similar with the purpose of reviewing for the preparation of the placement test. The sub-committee’s next steps will include revising the current pamphlet in order to provide additional information to the students prior to taking the placement test. The next meeting is scheduled on Monday, April 1, 2013 in the CTE.

E. Marketing: Mike McGuire shared with Senate that they have completed the data processing portion; however their last portion is on feasibility. The group agreed that the population should focus on younger female group and how to measure it at the next meeting.

F. Quality of Life: Jacqueline Mullany and committee had some conversation regarding our Awareness poster in order to ensure that our students and faculty are aware of not leaving their bags, purses or personal items unattended. Security reminders will be sent out to the staff, faculty and students.

G. Professional Development: Peggy Murnighan mentioned Faculty Award Winners in “Triton Today” will be honored at the April 15, 2013 Board Meeting. The sub-committee discussed a
possible theme for next year. She also shared with Senate a survey requesting future topics for the next workshop.

**H. Assessment:** Liz Brindise advised Senate that Triton is now 100% program compliant. The next brown bag session will be held in the Center for Teaching Excellence on April 17, 2013. Invitations will be sent via email. The assessment link is [http://www.triton.edu/Assessment/](http://www.triton.edu/Assessment/)

**AD HOC COMMITTEE REPORTS**

**A. Learning Communities:** Renee Wright shared with Senate that their meeting is schedule on April 5, 2013. The Learning Community Coordinating Team is asking departments for information regarding the reading/writing demands of their courses. This information will be helpful in trying to determine academic clusters that could serve as the foundation for learning communities going forward. Academic clusters under consideration are: Health Academy, ESL Academy, Business Academy, Liberal Arts Academy, First Year Academy, STEM Academy. The objective is to support multiple discipline-specific courses with critical reading/writing/math support.

The cluster approach fits within current institutional objectives; we can plan for Fall to Fall course enrollment for students which will aid in retention; courses can be created in ‘blocks’ of time versus traditional 16-week options.

Dr. Flaherty mentioned that they tend to be a semester long, as students will not want to commit for a longer period.

**B. TAC:** Humberto Espino informed Senate that the TAC Committee helped with the communications regarding keypad installation for the SMART Classrooms, which was very successful. The TAC Committee also made a recommendation regarding the concept of Visual Learning Labs being incorporated especially while the Health Careers Technology Building H is currently under renovation.

**NEW BUSINESS**

There is currently nothing to report at this time.

**OLD BUSINESS**

There is currently nothing to report at this time.
ANNOUNCEMENTS

Dr. Flaherty reminded Senate Chairpersons to review the webpage to either update or omit since HLC is coming to review soon.

Also, elections are due this month. Sylvia Sztark and Ruth Hallongren are the only two subcommittee chairs that are not up for re-election. All other Senate members have the right to run. Remember, if a member misses a number of meetings he or she may be replaced. This is explained in detailed in the Academic Senate bylaws.

President Granados mentioned that Robert Greenwald and Leslie Wester are among our newly Tenure Faculty.

Mary-Rita Moore reminded everyone that the Achieving the Dream Success Coaches will be on campus on March 27 & March 28, 2013.

ADJOURNMENT

Motion: Motion to accept which was seconded by Dr. Susan Campos and Mary Casey-Incardone. Dr. Flaherty adjourned the meeting at 3:00 P.M.

Respectfully submitted: Rosa Parker, Recording Secretary

Minutes Approved: Michael Flaherty, Senate Chairperson