

CALL TO ORDER: Dr. Michael Flaherty called the meeting to order at **2:32 p.m.**



Members Present: Mary Casey-Incardone, Christopher Clem, John Cody, Rob Connor, Beth Dunn, Mary Elkins, Michael Flaherty, Rebecca Fournier, Joyce Fritz, Ruth Hallongren, Geoff Hiller, Patricia Knol, Gail Krahenbuhl, Larry Manno, Dennis McNamara, Jacqueline Mullany, Julianne Murphy, Gretchen Reyes, Salvatore Siriano, Sheldon Turner

Ex-Officio Members: Susan Campos, Pamela Harmon, Paul Jensen

Non-Voting Members: Erica Baffa, Kayla Gagliardi, Hilary Meyer

Guests: Chrys Albarado, Michael Crenshaw, Purva Devol, Jean Dugo, Humberto Espino, Justyna Kohtz, Jodi Koslow Martin, Jason Lemberg, Mel Loucks, Mary-Rita Moore, Ty Perkins, Nancy Rizo, Hunter Stuckemeyer, Kurian Tharakunnel, Shelley Tiwari, Calvin Washington, Brenda Watkins-Jones, Leslie Wester, Jessica Yoon,

APPROVAL OF MINUTES

Dr. Flaherty asked for a motion to approve the minutes of the **September 12, 2023**, Academic Senate meeting, made a motion to approve by Ms. Rebecca Fournier and seconded by Ms. Gail Krahenbuhl. Motion carried.

COMMITTEE REPORTS

A. College Curriculum: Dr. Julianne Murphy stated that the College Curriculum Committee met on October 5th.

- No items to vote on at this time.
- The committee reviewed and discussed how to update Course Learning Outcomes and Program Learning Outcomes.
- Met with faculty to go over updating their CLO and PLO.
- Updates to be made for the next Curriculum meetings in November.
- If only updating Program Learning Outcomes or Course Learning Outcomes and no other changes made, the department chair and dean should look over them and approve. The Curriculum committee will not vote on the updates for Programs or Course Learning Outcomes. There will be a verbal report from the committee.
- Several items are expected in November.

B. Academic & Scholastic Standards: Mr. Dennis McNamara stated that the committee met on October 5th

- The committee reviewed the Forgiveness Policy (draft), which will be presented in the next committee meeting.

Dr. Flaherty stated to give the Senate a week to look over before calling a vote.

C. Student Development: Ms. Mary Casey-Incardone stated the committee met on Friday, October 13th at 1 p.m.

- Two students joined the committee
- A New member joined the committee from the Clinical Coordinator DMS Program “Jeff”
- Two goals for this semester:
 - Digital interaction with pets
 - Blood drive in February
 - Next meeting: Friday, November 3rd, at 1 p.m. via Blackboard

D. Academic Support: Mr. Christopher Clem stated the committee had a meeting in September and October

- Preliminary goal was set for the year
- The committee discussed retention alerts looking at Faculty Best Practices
- Next meeting: Thursday, November 9th at noon (D-building) or via Blackboard

E. Campus Quality: Ms. Jacqueline Mullany reported the following: .

- **Greening Committee:**
 - Met on October 11th at Café64
 - Introduction of New Sustainability Coordinator
 - Grant applications events: Tree Campus, Bee Campus, Monarch USA, Festival Memberships
 - Events for Spring: Recycling audits, trash pick up days, lecture days in the Library, Earth Day Luncheon, Fall Fest, and Science Lecture were discussed
 - Deck the Mounds and Tree Lighting
 - In need of a Dean to participate in the committee
- **Campus Quality:**
 - Met on September 21st, Next meeting on October 19th at 2:30 p.m. via Blackboard
 - Membership updates: still in need from Health Careers and Student Affairs/Academic Affairs
 - Lecture days in time to be announced for online courses
 - Definitions of terminology for Online, Hybrid
 - Continued discussion of safety protocols
 - Student Affairs sends emails each semester “Be Safe” identifying concerns regarding contacting security and how to deal with active shooting
 - Discussed incorporating safety email for each semester for better awareness of safety protocol
 - Mobility issues
 - Air quality issues continue in G218 (VP Lambrecht suggested air quality testing will be performed in December)

F. **Professional Development:** Dr. Flaherty shared Ms. Angela Staunton's report for the committee:

- The committee reviewed the fall faculty workshops survey results.
- Spring Workshop Theme: “All About Artificial Intelligence”
- The committee is in the process of updating The Outstanding Faculty Award Nominations Form
- Ms. Staunton is meeting with members of the Administration regarding edits to the Full-time Observation Form, the committee will be reviewing the most recent “draft” of this form on Thursday, October 19th at 2 p.m. via Blackboard
- Please contact angelaStaunton@triton.edu with questions or concerns

G. **Online Education and Technology-** Ms. Gretchen Reyes shared that the committee met on October 4th

- The committee discussed should members be required to take an online course or a QM (Quality Matters) course, teach online
- The committee will have a vote and bring it to the next Senate meeting for approval
- Currently looking to change from Blackboard to Quality Matters rubric (it is similar to the Blackboard rubric)

Mr. Humberto Espino shared clarification regarding “Quality Matters” It does not mean faculty will stop using Blackboard. The proposal is just a form.

Ms. Gretchen stated it is only the form (the rubric).

Ms. Gail Krahenbuhl asked if everyone had taken the Blackboard class. Is this a new requirement?

Dr. Kurian Tharakunnel shared Ms. Hilary Meyers's report and stated that **Operation Assembly** met on October 10th and reported to the following committees:

- **Academic Affairs:** Reported:
 - No report.
- **Student Affairs:** Reported:
 - Academic Planning workshops are being held now. Date and time: Monday, October 16, and Thursday, October 19 from 10 a.m. to 11:15 a.m. Location: E-143.
 - Students are encouraged to register early, between October 23 and November 22, for a chance to win a voucher for a 3-credit hour course.
 - In honor of Hispanic Heritage Month, the library will host *Lessons from the Dead: A Student Leadership Symposium*, on October 11 from 10 a.m. to noon in the Library Commons.

- A task force is working on the Automating Degree Completion Goals. Currently reviewing Colleague data input, workflows, and automation capability as well as outlining potential timed communication to stakeholders (advising, support team, faculty chairs and coordinators, records) through CRM Advise regarding students progress towards completion. The task force would like to add a faculty representative as well as a student representative if interested please contact shelleytiwari@triton.edu.

Dr. Julianne Murphy asked for clarification on what students need to do for early registration.

Dr. Kurian Tharakunnel stated if students register between October 23 thru November 22 they will have a chance to win a (one) 3-credit hour course voucher.

- **Business & Facilities:** Reported:
 - Access to the classroom and different mechanisms to get into the classroom (keys and fobs). If there is a list of classrooms that can be shared and what each room needs to be accessed.
 - There have been fraud cases of students cashing checks twice by mobile deposit and then going to a currency exchange. The committee is working with Financial Aid to help promote financial literacy and encourage direct deposit for students.
 - Marketing is working on the Spring 2024 schedule will be going out at the end of October and also working on the annual report.
- **Human Resources:** No report.
- **Technology:** Reported:
 - The smartboard refresh was approved by the Board of Trustees last month. Twenty of the oldest smartboards on campus will be refreshed with the latest interactive flat panel and smart technology.
- **DEI:** Reported:
 - **Heritage Events in October and November:**
 - Hispanic Heritage Month: Panel Discussion: Diversity Defines Us was held on October 16th
 - Italian American Heritage Month: October 24th
 - Native American Heritage Month: November 2nd: Showcasing a film by Mr. Seth McClellan: “Little Wound’s Warriors”
- **Guided Pathways** Reported:
 - The Credit Momentum KPI Reports are now available on the portal (giving an early indication of how students progress towards completing their degree).
- **Research and Institution:** Reported:
 - The Annual Student Satisfaction Survey report is ready and available on the portal.

- **Student Representative:** Reported:
 - The World Mental Health Fair this past Monday had a good turnout.
 - Student Life is hosting “*La Loteria y Artesania*” event for Hispanic Heritage Month, October 11th in the Student Center Cafeteria from 11:30 a.m. to 12:30 p.m.
 - Ms. Journey Manuel asked everyone to help advertise Troy Ride and Troy Mart which are very beneficial to students.

NEW BUSINESS

A. Announcements:

Dr. Flaherty shared:

Any changes to the bylaws have to be approved by the Senate.

Next meeting: Tuesday, November 15th at 2:30 p.m. via Blackboard.

ADJOURNMENT

Motion to adjourn by Mr. Dennis McNamara and seconded by Ms. Mary Casey-Incardone. Motion carried.

Dr. Flaherty adjourned the meeting at **3:06 p.m.**

Respectfully submitted: Cassandra Ramirez
Cassandra Ramirez

Minutes Approved: Dr. Michael Flaherty
Dr. Michael Flaherty