

CALL TO ORDER: Dr. Michael Flaherty called the meeting to order at **2:33 p.m.**



Members Present: Lenier Anderson, Mary Casey-Incardone, Christopher Clem, Beth Dunn, Mary Elkins, Michael Flaherty, Joyce Fritz, Rebecca Fournier, Mohsin Habeeb, Ruth Hallongren, Patricia Knol, Gail Krahenbuhl, Jacqueline Mullany, Julianne Murphy, Salvatore Siriano, Angela Staunton, Sheldon Turner

Ex-Officio Members: Jeanette Bartley, Susan Campos, Paul Jensen, Joe Klinger

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

Guests: Corinne Benedetto, Rob Connor, Michael Crenshaw, Purva DeVol, Lorena Gasca, Panos Hadjimitsos, Denise Jones, Brenda Jones-Watkins, Tina Lilly, Mel Loucks, Jodi Koslow Martin, Mary-Rita Moore, Ivette Perez, Ty Perkins, Colleen Rockafellow, Katie Rullo, Hunter Stuckemeyer, Kurian Tharakunnel, Shelley Tiwari, Leslie Wester, Julia Willis, Stephanie Wright, Jessica Yoon

APPROVAL OF MINUTES

Dr. Flaherty asked for a motion to approve the minutes of the **December 12, 2023**, Academic Senate meeting. Ms. Rebecca Fournier made a motion to approve, seconded by Ms. Mary Casey-Incardone. Motion carried.

COMMITTEE REPORTS

- A. **College Curriculum:** Dr. Julianne Murphy stated that the College Curriculum met on February 1st.
- Revised Curriculum: (5)
 - C436A, Sport Management Certificate, updated program description; replaced core courses with all electives: PED 206, PED 168, PED 130
 - C436B, Sports Conditioning Certificate, two core courses, one elective
 - C437A, Integrative Wellness Certificate, two core courses, one elective
 - C220A, EC/Career Pathway Gateways, title change, curriculum remains the same
 - U224A14, EC/Associate in Arts Transfer Pathway Level II Gateways to Opportunity Credential, title change
 - Revised Curriculum: (3)
 - HSCS
 - ECE title change
 - Revised Course: (1)

- HRT 100, Introduction to Horticulture (updated course topics/topical outcomes, new textbooks; sent to IAI to review for Major designation.
- **New Course: (1)**
 - HUM 160, Introduction to LGBTQ Studies

Ms. Mary Casey-Incardone asked if the HRT 100 was a Science course or regular general education course, how many credits it is, and if it will count as a biological science for students in the general education area.

Mr. Christopher Clem stated it doesn't change the credits (4 credits total); it is intended as a major course, not general education. It counts as agriculture for schools that take the course.

Dr. Flaherty stated if you are asking if students can take this instead of Biology or another required science course, the answer would be no.

Dr. Julianne Murphy shared it does not show on her paperwork IAI Gen Ed, it shows IAI Major.

Dr. Flaherty asked for a motion to approve the College Curriculum report
Mr. Christopher Clem and seconded by Ms. Gail Krahenbuhl. Motion carried.

Dr. Julianne also shared other items updates:

- **Other Items:**
 - New IAI updates were shared with the committee members.

B. Academic & Scholastic Standards: No report.

- C. Student Development:** Ms. Mary Casey-Incardone stated the committee met on Friday, February 9th at 1 p.m.
- Blood Drive: Wednesday, February 21st from 10 a.m. to 3 p.m. in the B-building lobby across the Welcome Desk. Any questions, please email Nurse Laura or Ms. Mary Casey-Incardone.
 - On-going information on students sharing pictures of their pets. Mr. Greg Catena is working with Mr. Sam Tolia from Marketing to help the Student Development Committee develop a webpage before the end of the semester. Any faculty, staff, or students who would like to put a picture of themselves with their pets can email them.
 - Social Event: Karaoke afternoon with faculty, staff and students. Details to follow.
 - Next meeting: Friday, March 8th via Blackboard

- D. Academic Support:** Mr. Christopher Clem stated the committee has not met yet. The committee will meet on February 26th. The committee chose to meet the fourth Monday of the month, 11 a.m. until noon, the location to be determined.
- E. Campus Quality:** Ms. Jacqueline Mullany stated the committee will meet on Thursday, February 15th at 2:30 p.m.; please email jacquelinemullany@triton.edu for the meeting link.
- F. Professional Development:** Ms. Angela Staunton shared the committee met on Wednesday, January 31st, and February 7th.
- Met twice in the CTE to hold forums to discuss the Full-time Faculty Observation Form
 - Several members of the committee met with Dean Bartley and Associate Dean Loucks.
 - Suggestions and feedback will be discussed at the next committee meeting on Thursday, February 22nd at 2 p.m., and an updated form will be shared and voted on.
- G. Online Education and Technology-** No report.

Ms. Hilary Meyer stated that the **Operational Assembly** met on Monday, February 12, and reported to the following committees:

- **Academic Affairs:** Reported:
 - Working with Marketing on the combined schedules for Summer.
 - HLC visit completed last week.
- **Student Affairs:** Reported:
 - Guest Ms. Shekinah Lawrence, Faculty Librarian along with Director of Dual Credit Dual Enrollment Ms. Toni Johnson shared early planning stages of hosting homeschooling families in the library.
 - Potential partners: Early College, Early Education, Continuing Education, CAAS, Student Support Services, Athletics, and the Cernan Center.
 - Student representative shared that former home-schooled students active in Student Life may be interested in sharing their experience transitioning to college.
 - Potential date: Early June to set up information tables in the library as well as presentations for parents.
 - Recognition of a large population in our community and State.
 - Growing questions: How does Dual Enrollment work for a student who may not be associated with a specific high school in the district?
 - Please reach out to Ms. Shekinah Lawrence if interested in being part of the team.

- **Business & Facilities:** Reported:
 - The Men's Basketball team is 6th in the country.
 - The 50th anniversary of the Women's Basketball team was celebrated last week. Students and players from the original team were in attendance.
 - Facilities are wrapping up mechanicals in the F and G buildings.
 - The new playground equipment for the childcare center is scheduled to be installed in the spring.
 - The roof anchor project for OSHA compliance is going out to bid soon.
 - The Barber Lab and Respiratory Lab renovations are complete in the H building.
 - The paving project continues it will restart in April due to the weather to finish the east side of campus.
 - W2s and 1098Ts were sent out and may be accessed through the portal.
 - The Cernan Center is promoting the eclipse that will happen on April 8th.
 - Personnel verification for the cost center managers will be going out soon for the FY25 budget.
 - Reminder that requisition cut-off is February 29th expenditure cut-off for FY24.
 - The college will be celebrating its 60th anniversary with a week-long of events. For more information go to triton.edu/60.
 - Topic of discussion increase in using Troy Ride and other shared ride services (Lyft and Uber). Looking at potentially designating a spot for the drivers versus defaulting to parking in the circle drive and bus routes.

- **Human Resources:** Reported:
 - Working on the summer work schedule and finalizing MOUs with the unions involved.
 - Finalizing the subscriber list for the Statement of Economic Interest (state requirement for ethics compliance).
 - Finalizing information for Paid Leave for All Workers Act. Hourlies and Adjuncts should begin to see their PTO accruals. Meetings will be available in March for guidance.

- **Technology:** Report forthcoming.

- **Research and Institution:** No report.

- **Guided Pathways:** No report.

- **DEI:** Reported:
 - Roosevelt Middle School Band will perform on February 22nd from Noon to 1 p.m. in the Cafeteria, followed by light refreshments.
 - The Illinois Community College Diversity Commission is offering a free professional development virtual webinar: The Multigenerational Impact of Supporting Student-Parents presented by a representative from Parkland College.

- **Student Representative:** Reported:
 - Pack the Place event was well attended by students.
 - Both Men's and Women's Basketball teams won games during this past weekend.
 - TCSA President and Student Trustee will be attending the ICCB meeting on March 2nd in Dixon, IL.
 - Preparations have begun for Spring Fling and Triton's 60th Anniversary.
 - TRIUMPH & SURGE attended the DuSable History Museum for Black History Month.
 - Active Minds and Common Ground will be having a photo session in the student cafeteria for Valentine's Day on Wednesday, February 14th.

- **Old Business:**
 - Members discussed how their areas have contributed to each of the pillars of Guided Pathways.

Next meeting: Members agreed on the previously proposed meeting date changes. The new dates are posted on the website. Anyone interested in attending please reach out to hilarymeyer@triton.edu.

NEW BUSINESS

A. **Announcements:**

Dr. Flaherty mentioned that the elections are coming up, and communication will be sent to senators and chairs.

B. **Old Business:** Update Self-Assessment & PD Form was presented by Ms. Shelley Tiwari.

Ms. Shelley Tiwari shared the Self-Assessment Form which was updated earlier last fall with the help of deans. Ms. Angela Staunton, PDC, and Mr. Chan provided feedback which was incorporated into the form. The form was presented to the senate members on December 12th with their feedback due on January 31st.

Ms. Mary Elkins thanked Ms. Shelley Tiwari for the concise information provided.

Ms. Pat Knol shared comments from her department regarding how to encourage students to use office hours. Also, a suggestion under professional development and whether the faculty was supported by the institution. Another suggestion was made to remove the "Indicate your role in the committee". Also, to remove the question "How are you contributing to the work and goals of the committee".

Ms. Angela Staunton shared that the form is more streamlined now, organized and self-explanatory. As chair of a committee, she feels it is important for the faculty to say “how you are contributing to the work”.

Ms. Gail Krahenbuhl shared that they never had the need to complete a “log” for professional development and that it seemed intrusive.

Ms. Shelley Tiwari shared there is no log to fill out. It is to report your CTE in-house participation if you had attended as an option or there is a way to document to the off-campus PD.

Mr. Paul Jensen shared on how to help students with office hours. Are we being clear on the syllabus on how a student can use their office hours? Does the student understand how they can use office hours and what to expect?

Dean Jeanette Bartley shared that the assessment form has been vital when meeting with her faculty.

C. New Business:

Dr. Purva DeVol shared the **Strategic Plan: Goal 1 Mid-Year Updates.**

Dean Bartley shared **Goal 1 Action Plan 2 Mid-Year Report.**

Dean Julia Willis shared **Goal 2 Action Plan 1 Mid-Year Progress Report.**

Ms. Colleen Rockafellow shared the **Goal 2 Update.**

Ms. Hilary Meyer and Mr. Paul Jensen will present the **Goal 3 Action Plan** in the next Senate meeting on Tuesday, March 12th at 2:30 p.m.

The presentations will be sent to Dr. Flaherty to distribute to Senators.

D. Assessment Update:

- Ms. Jessica Yoon shared a link on the portal with a list of events this semester.
- Assessment round table with faculty to discuss assessment topics on February 28th and March 6th
- Watermark drop-in sessions scheduled
- Next Friday, The Illinois Community College Assessment Fair (the first 10 faculty members interested in attending, there are funding opportunities).
- March 15th deadline for result collections for assessment activity this academic year.
- Funding available.

ADJOURNMENT

Motion to adjourn by Ms. Rebecca Fournier and seconded by Ms. Gail Krahenbuhl. Motion carried.

Dr. Michael Flaherty adjourned the meeting at **4:11 p.m.**

Respectfully submitted: *Casandra Ramirez*
Casandra Ramirez

Minutes Approved: *Dr. Michael Flaherty*
Dr. Michael Flaherty