

CALL TO ORDER: Dr. Michael Flaherty called the meeting to order at **2:34 p.m.**



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

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

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

Guests: Michael Crenshaw, Purva DeVol, Humberto Espino, Panos Hadjimitsos, Denise Jones, Justyna Kohtz, Mary-Rita Moore, Lena Musa, Ivette Perez, Ty Perkins, Nancy Rizo, Shelley Tiwari, Leslie Wester, Jessica Yoon

APPROVAL OF MINUTES

Dr. Flaherty asked for a motion to approve the minutes of the **April 9, 2024**, Academic Senate Meeting. Mr. Sheldon Turner made a motion to approve, seconded by Ms. Rebecca Fournier. Motion carried.

COMMITTEE REPORTS

A. College Curriculum: Dr. Julianne Murphy stated that the College Curriculum met on May 2nd

- **Course Deletion(s): (1)**
 - VIC 272 Advanced Webpage design
- **Course Revisions: (5)**
 - HIA 128 Introduction to Bakery and Pastry (prerequisite to “HIA 115 or concurrent enrollment with HIA 115” (deleted HIA 100)
 - HIA 130 Culinary Arts Quantity-Food Preparation I (prerequisite to: “HIA 101 and HIA 115 or concurrent enrollment in both courses (deleted HIA 100)
 - HIA 133 Menu Writing (prerequisite to ‘None’ (deleted HIA 100)
 - HIA 276 Food & Beverage Purchasing/Cost Control (prerequisite to ‘None’ (deleted HIA 100)
 - PED 153 Foundations of Exercise (updated course description, Course Learning Outcomes (CLOs), Gen-Ed Outcomes (GEOs), assessment strategies, topics, Topical Learning Outcomes (TLOs), and textbook

Dr. Flaherty asked for a motion to approve the College Curriculum report, a motion moved by Ms. Beth Dun and seconded by Mr. Sheldon Turner. Motion carried.

Dr. Julianne also shared:

The committee reviewed the importance of providing a thorough rationale for any curriculum changes whether new, revised, or deleted by both the submitter and the Dean. Also emphasized that departments should annually review their curriculum in light of the guided pathways initiative, which has been in place for about four years.

B. Academic & Scholastic Standards: No report.

C. Student Development: Ms. Mary Casey-Incardone stated the following:

The Student Development Committee expressed gratitude to Dr. Flaherty for his 14 years of leadership in the Academic Senate and wished him well for the future. They also thanked Mr. Tuan Dean and the committee members for their work in March and April. Although the committee did not achieve a quorum for their last meeting on May 3, they had two student members attend and wish them well for graduation. The committee plans to regroup in September and is seeking new members due to Ms. Mary Elkins' upcoming retirement. Interested individuals are encouraged to contact Ms. Mary Casey for more information.

D. Academic Support: Mr. Christopher Clem stated:

The meeting on April 22 was well-attended and productive. Mr. Jason Lemberg reported on the Ellucian conference, noting that Triton College is performing well with the Ellucian platform, being in the middle range of users. The committee is working to expand its pilot program on attendance tracking and plans to present at the Fall faculty workshop. They aim to clarify what constitutes attendance and how alerts based on attendance will work. Faculty who commit to using the system will have personalized alerts crafted for their needs.

Additionally, the committee reviewed the late registration policy changes from last year. The Senate-supported removal of late registration was followed by a noticeable improvement in student success rates for Fall 2023, though this data is preliminary. The committee will not meet this month due to graduation but will reconvene in the fall.

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

Ms. Jacqueline Mullany expressed gratitude to Dr. Flaherty for his leadership and support across all committees. The committee did not have a meeting this past month due to a scheduling conflict with a campus event and difficulties finding an alternative date. The committee is currently revising membership and will send updates about language changes to their members in preparation for the fall.

F. Professional Development:

Dr. Michael Flaherty shared the Professional Development Committee report on behalf of Ms. Angela Staunton.

The Professional Development Committee met on May 2 to discuss the results of a survey sent to faculty about their interests in artificial intelligence, which will help plan the Fall workshop. They also brainstormed topics related to campus safety, noting recent changes to door hinges and seeking more information on these changes. This was their final meeting of the semester, and they will resume meetings on Thursdays in the fall. Please reach out to Ms. Angela Staunton for more information.

G. Online Education and Technology- Ms. Gretchen Reyes shared:

The committee met on May 8. Ms. Maria Battistoni's waiver for online teaching was approved. Although the committee did not meet a quorum, they agreed on guidelines for creating online courses, which will include best practices shared at the September meeting. The committee will also work on bylaw changes in the fall to address their workload. Starting in the fall, meetings will be held on the second Wednesday of each month at 3 pm. Ms. Gretchen Reyes thanked Dr. Flaherty for his support and wished everyone a great summer.

Ms. Hilary Meyer reported that the **Operational Assembly** minutes are as follows:

The Operational Assembly met recently and shared several updates:

- **Academic Affairs:** Triton's radiology student, Ms. Ariana Gutierrez Garcia, placed second at a statewide conference. Mr. Michael Doligosa and the dialysis instructors received a collaboration award for creating a review course. Continuing Education surpassed enrollment goals, and Perkins grant funding provided automotive toolboxes.
- **Student Affairs:** Ms. Shekina Lawrence is the new library chair. An open house for homeschooling families is scheduled for June 25. Two registration rallies are planned for June 11 and July 17. FAFSA workshops are on May 29, and regalia is available for pickup at the bookstore. Graduation is on Saturday, with a record number of graduates.
- **Human Resources:** A four-day summer workweek begins after Memorial Day, with a 25-cent per hour increase for eligible hourly employees. Faculty must submit time off requests if unable to attend commencement.
- **Information Technology:** Updates include a new virtual server, copier replacements, improved wireless access, and migration of jobs to a new SQL server.
- **Guided Pathways:** Mr. Brandon Marks, now director of Project Access, will work on reducing equity gaps and promoting dual credit opportunities with local high schools.
- **Research:** New reports available on the portal include high school multi-share, placement, and graduate success reports.

- **Events:** The next Triton Talk will feature Ms. Nina Rearden from Adult Education on June 6.

The next meeting is scheduled for June 6.

NEW BUSINESS

A. Announcements:

Dr. Flaherty stated that there will be a nomination for the position of new Chair of the Academic Senate. Dr. Flaherty shared that he is stepping down due to overwhelming responsibilities, particularly in the English department and other commitments, and the need for increased participation by the Senate Chair. Seeking nominations for the Senate Chair position for the 2024-2025 school year, Ms. Julianne Murphy nominated Ms. Beth Dunn and seconded by Mr. John Cody.

Dr. Flaherty shared that the bylaws were changed a few years ago, when we only have one nominee, we can vote by acclamation. Ms. Beth Dunn was elected Chair of the Academic Senate for the 2024-2025 school year.

It was noted that there are updates regarding Senate elections. Ms. Pat Knol is stepping down and will be replaced by Ms. Elizabeth Collins. Additionally, Ms. Mary Elkins is retiring, and discussions are ongoing to fill her seat, and as Ms. Beth Dunn will now be Senate Chair she will need to be replaced as a Math Senator. These changes will be addressed in the next two months, with the hope that the new seat will be filled by fall. The Senate has been fully staffed recently, which is a significant improvement from the past

Ms. Shelley Tiwari shared that we have a new full-time Instructional designer, Ms. Christina Hansen she is located in the CTE E-210 G.

B. Assessment Update:

Ms. Jessica Yoon shared the following:

Expressed gratitude for a successful and collaborative year and looks forward to continuing this progress next year. Key reminders include:

- **Program and Course Assessments:** The deadline for submitting assessments in Watermark is tomorrow. Ensure all items are reviewed and submitted by clicking the Review and Submit button. Assistance is available if needed.
- **Final Report:** A report will be sent to department chairs and deans on Friday, summarizing assessment activity and including easy-to-view analysis and action plans.
- **Fall Plans:** In the fall, the focus will shift to reviewing three-year plans and starting new assessments.
- **General Education Assessment:** Assessments for selected courses are due May 22, the same day as grading. Training and assistance are available, and it's not too late to reach out for help or schedule training.

ADJOURNMENT

Motion to adjourn by Ms. Beth Dunn and by Ms. Rebecca Fournier. Motion Carried.

Dr. Flaherty adjourned the meeting at **3:12 p.m.**

Respectfully submitted: *Casandra Ramirez*
Casandra Ramirez

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