

Meeting Notes

Attendees – via Microsoft Teams

Hilary Meyer, Colleen Rockafellow, Purva Rushi, Kurian Tharakunnel, Shelley Tiwari, Paul Jensen

Meeting started at 2:33 pm

Committee Updates

Academic Affairs Rep (P. Jensen):

- The newly hired Associate Dean for Health Careers and Public Service, Ty Perkins, will start on November on 22nd.
- The Child Development Center received the ExceleRate Illinois Gold Circle of Quality designation. ExceleRate Illinois is the State's new quality recognition and improvement system for early learning. Paul will send Kurian the press release.
- Triton College has received a notice of a funding opportunity for a third Workforce Equity Initiative Grant. Triton will be submitting a proposal soon. This funding opportunity will help Triton offer vocational or credit programs that can be accomplished in a year or less. Triton has been among the State's top performers in the last two rounds of this grant.

Student Affairs Rep (H. Meyer):

- Spring 2022 registration is now open and students can register. Students are being encouraged to register early through their portals, welcome desk, call center or appointments. In-person days will be hosted on Nov. 30, Dec. 17 and Jan. 8.
- An online new student workshop will be hosted on Wednesday, December 8 for non-traditional students and those who have completed online new student orientation.
- Beginning the week of November 15th, advisors will be hosting pop-up advising stations across various campus buildings. More information will be available soon.
- EMSA is assisting and encouraging student vaccination efforts through the welcome desk and call center as well as other student service areas.
- The TRUDY nudge platform is being used with lists of students being uploaded regularly.
- EMSA will be receiving GEERS II funds through the learning renewal plan, which will focus on student mental health and wellness, in addition to academic support.

Business and Facilities Committee (C. Rockafellow):

- The Business Services committee now consists of team members Colleen Rockafellow, John Lambrecht, Jim Reynolds, Sam Tolia, Nicole LaCognata, Garry Abezetian, Chef Chris and Sgt. Andrew Morales.
- Still working on quotes for the installation of the art work in J building. They are trying to come up with new ideas due to high pricing. Chef Christopher and John Lambrecht will be working on a recommendation.
- Business Services did not receive the grant for the electric car maintenance and charging stations on campus. The team is working on coming up with ideas such as opportunities to create basic charging stations for students and employees.
- Athletics gave update about men's soccer and women's volleyball teams are going into playoffs.
- Marketing is working on the annual report. The Spring course schedule will be coming out soon.
- The committee is working on the collateral for Vax or Test for students and ensuring updates on the website and marketing material.
- On the academics side, Chef Clem announced an event for women in the culinary and hospitality industry that will take place on November 10. There will be opportunities for potential scholarships and outreach with a specific organization.
- Financial Aid is hosting financial literacy event. More information forthcoming.
- Business Services is working on the ICCB report and moving that forward.
- All cost center managers have completed budget trainings and received updated 2023 budget documents. Positive feedback has been received from cost center managers about the training.

Human Resources Committee

- No report

Technology Rep (M. Garrity):

- IT is focusing on Cleared4 reports and looking into functionality (if needed) for the possibility of adding it to rosters, potential holds, and registration restrictions based on compliance among other things.
- The IT audit for Colleague security will begin next month. All departments on campus who have colleague users will be contacted for review and making sure the user access is still appropriate.
- Elucian will end support for WebAdvisor, potentially as soon as next year. IT will be moving all self-service modules live in the portal for staff and students.
- Barracuda, the new email security system is live now. There have been users who are not receiving expected emails from outside individuals. Anyone experiencing this issue should reach out to IT to have their emails retrieved from logs. Barracuda is tighter on security and resulted in less spam emails.

- IT is working on an initiative called Program Maps for Students in Colleague. Staff team members have met and there is involvement by decision sports specialists. The assessment would be to look at documenting the Colleague process and train the users. The complexity of the program map involves course options, as there are changes in the catalog year to year.
- Working on implementing wait listing for students as a priority. Course sections have to be identified and then test to make sure the process works as needed. Decisions need to be made such as how long to hold the spot or how long before going to the next student due to schedule changes.
- Co-req courses are starting to expand. Based on this, the co-req process is being reviewed.
- Adult Ed is looking to move into Recruit for their application in order to have an active directory for their students.
- A new faculty survey tool has been integrated into Blackboard.
- COVID-19 communications evolve weekly and it entails downloading daily records, sorting, and counting them out. Communications are sent out through the platform, TRUDY and mailings to students.
- It was suggested that instructional guide be available for clear visuals to use during the check-in stations.

Diversity Committee (P. Rushi):

- The DEI Framework committee has provided draft ideas for year two action plans for consideration by the strategic planning leaders and executive team. Over 900 ideas came through with over a couple 100 students and employees. Year two launches new action plans and now is the time to develop action plans through feedback received.

Guided Pathways (S. Tiwari):

- ATD coaches visit was concluded last week. They were very impressed by the progress made. They provided us with a formal feedback letter.
- Pillar groups are working on their goals. Pillar I leaders are providing training to faculty on the mapping process to ensure that faculty take ownership of submitting the curriculum that contains the map.

Research (K. Tharakunnel):

- Administration of Survey of Entering Students Engagement (SENSE21) was completed with 69 students completing the survey.

Old Business

Action related to FY21 Goal 2: Shared the spreadsheet listing the pandemic period processes that are worth sustaining.

New Business

- Suggestion for the 2nd goal for FY22
 - Audit of all paper based processes to see what processes can be digitized.

Announcements

Next meeting will be Monday, December 6, 2021.

Meeting adjourned at 3:35 pm.