

Meeting Notes

Attendees - via Microsoft Teams

Kurian Tharakunnel, Mike Garrity, Colleen Rockafellow, Hilary Meyer, Purva Rushi, Shelley Tiwari

Meeting started at 2:08 pm

Committee Updates

Academic Affairs Rep (J. Lynch):

No Report

Student Affairs Rep (H. Meyer):

- Last year for Trustee Honors scholarship we had 163 approved students and awarded 405k for Fall 21. For Fall 22 we have a total of 230 students approved and enrolled for a total of 618k. This is a significant increase that benefits our students, and a direct result of the revision to the application process.
- A coffee vending machine is now available near the south entrance of the Library. It is owned and operated by Triton alumni. The Library will be hosting a launch party in December. More details to come.
- Robotics for Youth will be held in the Library on Saturday, November 12, 12-3 pm. This popular free family event is hosted by the Engineering Technology Department.
- The WE TRIUMPH: Men of Color Empowerment Summit, brought to you by Triton, Elgin Community College, Kennedy-King College, and Waubensee Community College, was held on Thursday, November 10, 10 am-3 pm in Triton's Cafeteria.

Business and Facilities Committee (C. Rockafellow):

- The library is looking to hang artwork and is interested in the popular cafeteria painting and will reach out to President's office about coordinating the move.
- A question was brought up about what the institution can do about assisting students with filling out the Federal Student Loan Forgiveness forms. Financial Aid has sent out an email and created a flyer to inform students about help being available. This subject will be brought up in the SALT meeting to ask leaders how in-house training can be promoted within staff and faculty to provide this special assistance to students. Another way will be to work with our texting platform to inform students how they can offset loans if they have any.
- Cernan Center will be celebrating the 50th of Apollo 17 – the planning committee is preparing the Cernan Center for guests, community members and schools. A moon rock will be coming to campus from NASA.

- Facilities is preparing for winter from snow to winterizing buildings.
- Triton Today sent out information about the Holiday Festival of Trees/Deck the Mounds. The link to reserve a tree is included in that email.
- Financial Aid reported that workshops are being promoted with the help of students with campus tours at high schools. FAFSA night had a great turnout with 30 families showing up. Financial Aid is holding a Thanksgiving dinner for students who show up to the food pantry. This will be promoted and more information to follow.
- Marketing is working on requests that are coming through from staff that are coming up for Spring.
- Budget information went out, training sessions have occurred and departments are working and planning on FY 24 needs. Training sessions were very well attended by cost-center managers.

Human Resources Committee (J. Klinger):

No Report

Technology Rep (M. Garrity):

- Rebuild the Virtual Server environments for Colleague and Network servers and upgrade all servers to modern operating systems (This is already 18 months into the work, and will last through the fiscal year).
 - Two domain controllers are done (Completed in October 2022)
 - Test Colleague Servers are in progress (Completed in October 2022)
 - Production Colleague Servers scheduled for November 2022
- Barracuda Phishline email testing and training
 - Ran our first trial with the IT group (First Trial run in September 2022)
- CRM Advise completion and Twilio integration
 - Still testing/troubleshooting Twilio and Advise Integration
 - Open Ellucian ticket, it is believed that the issue is with the Ellucian webhook
- DNP Process Change – Review and discussion of process change for Summer or Fall 2023.
 - Continued discussions and proposals on the details of the final model, and look to move the DNP process from something manually run daily to an automated process.
- Waitlisting option for registration
 - Waitlist is live for four courses for fall term.
Training Curriculum and Scheduling and adding more courses sections for the spring term. Continued evaluation and addition of courses and evaluation of the process.

- Spring Term currently has 166 courses and 375 sections configured for waitlisting.
- Conversion of all email groups and teams to modern authentication before the end of the year
 - Continued review with users and updates of usage
 - Most campus users have been updated, but ongoing review still occurs.
- Design and document the process for adding Curriculum Track program maps into Colleague
 - Documentation complete with training completed in June of 2022. Kayla and Dorota working on entering the tracks into Colleague.
 - Training additional Admin assistants to help with data entry, and working to ensure the tracks can't be viewed until they are reviewed for accuracy and approved.
- Campus Logic Financial Aid platform
 - Campus Logic is live and in use by students and financial aid staff at this time, work is being done on document imaging with Filebound and Capsys.
 - A new server and service are required for the integration.
 - Working with IDT on process design, as the initial tests are not working properly
- Blackboard migration to Blackboard Ultra SAAS hosting.
 - All shells for fall 2022 are in original course view, hosted in Ultra
 - Faculty working on converting original views into Ultra view
 - Working on troubleshooting integration questions and streamlining the shell request process
- Ellucian Ethos implementation as required for Ellucian Experience
 - This data interface is separate from Experience, but needs to be built out and in place before Experience can be started on. A new Ethos test and production server have been built and work is being done on software installation and configuration now.
- Ellucian Self Service implementation – to Replace WebAdvisor
 - Identifying Self Service components that can be moved in now and adding them
 - Self Service Course Catalog was moved in November 2022
 - Working with Ellucian to schedule Self Service customization training for any components that require customization (Class Roster as one example)
- Adult Education students onto AE subdomain Triton email
 - Met with Adult Education this week and have a plan for the trigger and creation of the accounts. The goal is to have accounts created by December 2022.
- Managing loanable technology with Microsoft Intune

- The pilot group will be the new Adult Education laptops using the new Adult Education email accounts, and target having this ready by January 2023.
- Twenty Smart Interactive Flat Panels to refresh twenty of our oldest smart boards
 - Going to November board for the purchase and will identify if they will be installed during winter or spring break.
- Review of the refund policy and system configuration. We are reviewing the existing refund policy and considering changes/updates to align with best practice to aid in simplicity for faculty and students, and in the scheduling process.
- FAFSA award automation for Financial Aid
- Dual Credit Application review and cleanup
- Welcome letter processing and distribution from Recruit
- Text message notifications to review their schedules, when classes are dropped for low enrollment

No Change in Status from Last month:

- Phone System ATT Circuit cutover – Working with ATT to clearly define the steps involved in testing and then cutting over, which will both require phone system outages.
- Ellucian Experience implementation – To replace the portal and mobile application
 - Ethos needs to be completed before this work starts
- Replacement of the two main core network switches on campus – Waiting on final hardware to arrive.
 - Working with American Digital on configuration of the new switches and work to identify a time to replace the switches, as the entire campus network will be offline during the cutover.
- Investigation of Network Security Managed Detection & Response(MDR) platforms. With MDR becoming standard/best practice for network security, and looking into available options to compare services/costs.

Also, in works at lower priority than above:

- Alumni Module Colleague Implementation
- Secure Wireless SSIDs with authentication to replace TCWireless
- Phased replacement of edge network switches on campus as they are coming to end of life

DEI Rep (P. Rushi):

- Hispanic Heritage Month was a success with students and employees participating throughout all events.

Guided Pathways (S. Tiwari):

- The issue of students associating with multiple programs is being brought forward. The Advising and Admissions departments will be giving access to advisors so they are able to change student programs.
- Curriculum Track (Program MAP) Most of the programs have been uploaded. They should be ready within a few months. Academic plans soon will be able to be made according to the MAPs that have been created.

Research (K. Tharakunnel):

- Fall 10th Day Report is now available in the portal and on the Research webpage
- Fact Sheet is also updated for Fall 2022 and available on Triton website and Research page of the portal. The larger version, Fact Book, is being worked on and will be completed by the end of December.

Student Rep (Naidelin Alvarez):

- In October the TCSA worked alongside other community colleges around the area to fundraise for Walks for Wishes. With the help from everyone that volunteered and donated, \$4,131 dollars were raised and surpassed the goal of \$4000.
- List of colleges that participated
 - Chi Zeta and TCSA of Triton College (Team Captains)
 - Alpha Iota Phi of Oakton Community College
 - Lambda Iota of Olive-Harvey College
 - Mu Pi of Harold Washington College
 - Nu Lambda of Harry S. Truman College
 - Phi Beta of College of DuPage
 - Theta Omega of Wilbur Wright College

Old Business**FY23 Goals:**

1. Process for faculty credential tracking
2. Implementation of Ellucian experience

New Business

- Due to Budget Presentations being held on the same day, the December 5th meeting is rescheduled for Friday, December 2nd at 2:00 pm in the Boardroom.

Meeting adjourned at 2:37 pm.