

Members Present: Purva DeVol, Joe Klinger, Hilary Meyer, Colleen Rockafellow, and Kurian Tharakunnel

Members Absent: Mike Garrity, Katie Rullo, Shelley Tiwari

Others Present: Lorena Gasca, Shekinah Lawrence, Jason Lemberg, Tina Marie Lilly, Cierra Morris, Lena Musa, Melissa Ramirez Cooper, and Courtney Winfrey

Meeting called to order at: 2:33 pm

Approval of Minutes

A motion to approve the minutes of the June meeting was made by Purva DeVol and seconded by Colleen Rockafellow.

I. Business Services – Colleen Rockafellow

No report.

II. Human Resources – Joe Klinger

Payroll and Compensation Updates:

- Annual salary increases are being processed for the new fiscal year starting July 1.
- Full-time employees with negotiated increases will see them reflected in this Friday's payroll.
- The full impact of the new base salary will appear on the following payroll in July.
- Hourly employees will see their increases starting in the next payroll cycle, due to their two-week pay plan.
 - Includes a \$0.50/hour wage increase for those employed for twelve consecutive months.

Recruitment & Hiring Updates:

- Faculty hiring underway for:
 - Automotive
 - Computer Information Systems (CIS)
 - Nursing
 - Nursing Assistant
- Actively recruiting for key roles:
 - Dean of Continuing Education
 - Associate Dean of Arts and Sciences
 - Director of Admissions
 - Student Success Advisor (TRIUMPH & SURGE)

Work Schedule Reminder:

- The summer work week schedule continues through Sunday, August 3.

Other HR/Benefits Updates:

- CIP (retiree health insurance) contribution increases July 1 for full-time employees.
- SURGE deferred compensation plan will auto-increase contributions starting July 1.

III. Information Technology – Mike Garrity

No report.

IV. Diversity, Equity & Inclusion – Purva DeVol

Pride Picnic:

- Held the first-ever College Pride Picnic.
- 150 attendees, which is strong participation for late June (when many employees are off).
- It was considered a successful event.

Upcoming DEI Event:

- Next major event will focus on Hispanic Heritage Month.
- Currently in the planning/idea stage. Ideas are welcome.

V. Guided Pathways – Shelley Tiwari

No report.

VI. Research – Kurian Tharakunnel

New Reports Available on the Portal:

- Summer 2025 10th Day Report is now posted.
- Spring 2025 Course Success Report is also available.

TRAC Dashboard Updates:

- All course success dashboards have been updated.
- The program Enrollment Dashboard has been refreshed for the last fiscal year.
- Program Completion Dashboard now includes detailed data for the past fiscal year.

VII. Student Representative – Vacant

No report.

VIII. Academic Affairs – Katie Rullo (*report submitted online*)

Arts & Sciences:

- Dr. Sheldon Turner has just returned from a [STEMSEAS](#) expedition across the Pacific Ocean. This is Dr. Turner's second expedition with the program, which provides ship-based science experiences for undergraduate students.

Business and Tech:

- A new program assistant - Mia L. Castillo has been hired for the Criminal Justice Administration and the Computer Information Systems departments.
- HVAC program has officially started its first summer class on July 1st with 14 students, which is at full capacity

Continuing Education:

- Youth summer camps are underway with a majority at 90-100% capacity.
- The PEPA Academy (ICCB Grant)– both a Healthcare and a Manufacturing/Industry cohort kicked off on May 28. The 60-hour, 5-day-a-week training programs were completed on June 25 with a hiring event and completion ceremony. Nine businesses came in, and each student interviewed with two employers. On June 24, we hosted a "Professionals Night," where ten professionals from various industries came in to talk with students about their career journeys, their

industries, and the prospects for future employment. Overall, a total of 23 students completed the program. The completion rate is 92%.

- From the Manufacturing/Industry cohort, 5 of the 14 students have enrolled in certificate programs through WEI. In Healthcare, two students are enrolling in sonography for the Fall, and others are considering other areas of training.

Health Careers:

- Barbering/Cosmetology: progress is being made and furniture is arriving. Currently on track for Fall opening.
- A number of new faculty have been identified, selected, and onboarded in respiratory care, nursing, surgical technology, and still searching for a CNA chair along with many adjunct faculty.
- Started interviewing for an administrative assistant to fill one vacancy.
- There are updates to the nursing webpage in progress.

Adult Education:

- Completion Ceremony was held on Thursday, June 5 for the GED/ESL Completers.
- 75 GED Graduated this year, which is 50% increase from FY2024.

IX. Student Affairs – Hilary Meyer

EMSA:

- Personnel Updates
 - New CAAS Coordinator Nina Vo
 - Assistant to the VP of Enrollment Management and Student Affairs positions posted as Ivette Perez has moved to the President's Office.
- SEED graduation was June 18
- Troy Campus Quest for New Students will run August 20-September 30
- Retention alerts are changing to support referrals for Fall
- FAFSA Family Day: Wednesday, July 9, 12-2 pm
- FAFSA Family Night: Monday, August 4, 5-7 pm

Fall 2025 Open Registration:

- Advisor appointments are closed for the month of August.
- Walk in Registration-Monday, August 4th – Friday, August 22, 2025. (For the Public) Monday - Thursday: 8:00am-6:00pm, Friday 8:00am-3:00pm
- Saturday Dates - 8/9, and 8/16, 2025: 9am-3pm
- Virtual advising sessions available via Black Board Collaborate: Monday - Thursday: 10:00 a.m. - NOON and 4:00 p.m. - 6:00 p.m., Friday: 10:00 a.m. – NOON
- Fall Payment Reminder: For registration between April 21, 2025 to July 28, 2025 payment is due on August 1, 2025. For any registration after August 1, 2025, payment is due within five days of registration.

X. New Business

Operational Assembly Meeting Schedule for FY26:

- Meetings will continue to be held on Mondays before College Council meetings.
- Time/Location: 2:30 pm in the Upper Commons of the Library.
- Meeting dates will be posted on the website (<https://www.triton.edu/about/administration/college-council/operational-assembly/>).

- All are welcome to attend.

Next Meeting:

- Scheduled for August 18 (first day of classes).

Calendar Adjustment:

- The January meeting is moved to January 12 (due to MLK Day on January 19).

College Council Updates:

- College Council dates are now posted.
- Retreat rescheduled from July 14 to July 28.

Strategic Planning Alignment:

- Once the College Council goals are finalized, the assembly will review and align with broader institutional goals, including the new strategic plan.

Adjournment:

Meeting adjourned at 2:47 PM

Next Meeting

Date: Monday, August 18, 2025

Time: 2:30–4:00 PM

Submitted By: Xavier Skinner