

**CALL TO ORDER:** Dr. Michael Flaherty called the meeting to order at 2:39PM.



***Members Present:*** Liz Brindise, Robert Connor, Christina Brophy, Sue Campos, Kathi Deresinski, Beth Dunn, Magdalen Enich, Michael Erzen, Roseanne Feltman, Michael Flaherty, Rebecca Fournier, Bob Greenwald, Pamela Harmon, Ruth Hallongren, Larry Manno, Dennis McNamara, Jacqueline Mullany, Tracy Wright, Hector Zavala and Adrian Fisher

***Ex-Officio Members:*** Cheryl Antonich, Deb Baker, Paul Jensen, Joe Klinger, Kevin Li and Doug Olson

***Non-Voting Members:*** Quincy Martin, Shelley Tiwari, Hilary Meyer

***Guests:*** Pamela Perry, Virginia Cabasa-Hess, Mary-Rita Moore, Amanda Turner, Corey Williams, Jean Dugo, Chuck Bohleke, Brenda Jones Watkins, Mike Garrity, Monica Lopez, Amanda turner, Ric Segovia, Peter Jaswilko, Marie Ange Zicher, and Humberto Espino

## APPROVAL OF MINUTES

*Dr. Flaherty asked for a motion to accept the minutes of the May 10, 2016 Academic Senate Meeting. Christina Brophy made a motion to accept the minutes, seconded by Robert Conner. ♦ Motion carried unanimously by voice vote.*

## COMMITTEE REPORTS

**A. College Curriculum:** Susan Campos stated that currently there was nothing to approve but wanted to comment on the fact that the college was in the process of purchasing Smart Catalog Curriculum Management System. She stated it would like to assess in some ways. It will be implemented into the computer and would streamline the process of assessment and have an easy transition. With the new system things approved by ICCB will immediately be approved and entered into the system thereby shortening transition times. The current plan is to start in spring of 2017 but won't be implemented until Fall 2017, details are forthcoming. She also reminded us that currently there is no Director of Teaching and Learning, which means there is no one to sit on one throughout the curriculum process. Please refer to the handbook when writing curriculum. Both Sue Marratto and she are available for questions. Also please refer to the published schedule for due dates.

**B. Academic & Scholastic Standards:** Julie Gilbert reported that the committee hasn't met yet. She also stated that the minutes from the last meeting in May. She reported they are continuing work on the final exam project and proposing change and currently excepting input.

**C. Student Development:** Hector Zavala reported that they had not yet met for this semester and the first meeting would be September 19<sup>th</sup> from 2pm- 3pm.

**D. Academic Support:** Beth Dunn spoke about the new appointment based one on one tutoring initiatives that started this semester. There will be 10 appointments for Math and 10 appointments for English in half hour increments. The appointments are based on recommendations made by the instructors via retention alert. She mentioned one of the prerequisites would be that they would have already tried one of the services in the tutoring center either workshop or walk-in.

Beth also talked about possibly starting an exit sheet that would show who they met with and what they worked on. Lastly, she is also in the early stages of writing a grant for starting a borrowing center in the library that would loan laptops, phone chargers, calculators etc. She welcomes any suggestions you may have.

Bob Greenwald asked Beth is there a way to assess who came in for the tutoring. Beth's response was that there will be a closing report sent back to each instructor once the session has happened.

**E. Campus Quality:** Christina Brophy announced first meeting would be on September 15<sup>th</sup>. She provided a handout on the need for a campus wide email policy. In the handout she provided the pros and cons of not having a working email address to contact students. Dr. Olsen interjected by stating they had previously met about this subject and reminded us that once admitted as a student at Triton each student receives a Triton email address. Mike Garrity said the issue would be how to get the students to transition over to utilizing the Triton email address. Hilary Meyer asked, "Can student keep the address as alumni?" and Mike answered yes, for several years after their last registered course. Dr. Flaherty mentioned the Senate can't make it a Campus wide policy that students use only the Triton email, but they can recommend doing so to the President. He added that while supporting the plan, many students don't check email which will soon be obsolete. Quincy Martin recommends that Christina works with him and the Operational Assembly in order to come up with some sort of solution and put it in place. Adrian Fisher mentioned that Triton had just signed a deal with DIVY bikes that would allow a discount for students but requires a Triton email to use.

Overall Christina would like to solve this issue in order to improve communication with students.

**F. Professional Development:** Roseanne Feltman had nothing to report and said next meeting would be September 22<sup>nd</sup>.

**G. Assessment:** Larry Manno said there was nothing to report and that the next meeting would be September 22<sup>nd</sup>.

**H. Technical Advisory/Distance Learning:** Pam Harmon reported that TADEC had met on Wednesday and covered the following topics:

1. 12 classrooms will be updated as SMART classrooms.
2. Faculty Friday will consist of a Webinar based professional development taught by faculty members and if you're not able to make it will be recorded. October 7<sup>th</sup> Gabe Guzman & Richard Chen will be presenting on assessment techniques and a workshop entitled "How Do You Know They're Getting It".
3. There is a draft proposal of an online teaching certificate that she hope to have done soon.

## Operational Assembly Report

Quincy Martin announced he is the new operational assembly president and that he will be providing regular updates on operational assembly meetings.

## NEW BUSINESS

Dr. Flaherty announced that only 75% of the Senate turned in an assessment and he would like to improve that this year. He also stated there is a structure for the senate that does need to be followed when dealing with the HLC. By the next HLC visit we want to have a record of strong regular assessments of all of our work. Also as a reminder you cannot get on the agenda once it is solidified which is one week to the meeting date.

Pamela Perry discussed the Shared Governance Structure and the HLC Assurance Argument. She noted. We are looking for the strengths and weaknesses as they pertain to the organization with a clearer understanding of what we can do better to achieve the long term goal of keeping the college accredited. Ms. Perry's extensive presentation has been included with these minutes.

## ANNOUNCEMENTS

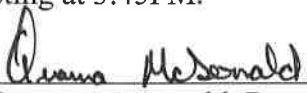
- A. Adrian Fisher announced they are looking for new members for the Green Committee.
- B. V.P. Baker encouraged everyone to participate in the College Hour discussions
- C. President Moore thanked the group and assured a great academic year.
- D. Dennis McNamara invited everyone to come by and join the community choir here at Triton.

**ADJOURNMENT**

*Dr. Flaherty asked for a motion to adjourn the meeting. Robert Connor made a motion to adjourn the meeting, seconded by Bob Greenwald. ♦ Motion carried unanimously by voice vote.*

Dr. Flaherty adjourned the meeting at 3:45PM.

Respectfully submitted:

  
Qeana McDonald, Recording Secretary

Minutes Approved:

