

### **CALL TO ORDER**

President Moore called College Council to session at 2:03 p.m. via Microsoft Teams.

### **ATTENDEES**

**Council Members Present:** Mary-Rita Moore, Erica Baffa, Andrea Bangura, Humberto Espino, Dayanne Figueroa, Michael Flaherty, Kevin Li, James Malarski, Vezire Osmani, Susan Rohde, Purva Rushi, Megan Sroka, Shelley Tiwari, Kurian Tharakunnel.

**Council Members Absent:** Christopher Clem.

**Others Present:** Sandra Berryhill, Susan Campos, Derrell Carter, Mary Casey Incardone, Maria Correa, Raquel Cotuno, Aaron Doyle, Jean Dugo, Kayla Gagliardi, Brenda Guido, Paul Jensen, Denise Jones, Patrick Kane, Justyna Koc, Jodi Koslow Martin, Lauren Kosrow, Jacqueline Lynch, Shivonne McKissie, Selma Mehmedagic, Hilary Meyer, Marylou Murphy, Timothy Nystrom, Daena Ramos, Gretchen Reyes, Colleen Rockafellow, Lisa Samra, Christina Skasa, Angela Staunton, Sam Tolia, Calvin Washington II, Brenda Jones Watkins, Leslie Wester, Will White, Tracy Wright, Amy, Kimberly, and Kris.

### **APPROVAL OF MINUTES**

Ms. Baffa made a motion to approve the minutes of the October 19, 2020 College Council meeting, seconded by Dr. Flaherty. The motion carried unanimously.

### **HOT TOPICS**

None.

### **OPERATIONAL ASSEMBLY**

Dr. Tharakunnel reported that Operational Assembly met on November 9 and provided the following highlights. Triton is part of a consortium applying for a Department of Labor H1B grant for Advanced Manufacturing that will include welding, diesel, mechatronics, and mechanical design. Academic Affairs and Student Affairs collaborated on a proposal to become an Amazon Career Choice educational provider. Over 300 high school students have participated in virtual visits with faculty and staff during the past two weeks via Zoom. Registration for Spring 2021 is underway and students have options to meet with staff in person or virtually. Business & Facilities reported that one of the college's bonds was re-financed which will result in a savings of \$840,000 over twelve years. A FEMA grant in the amount of \$95,000 has been submitted to cover Covid PPE expenses. Technology reported they are subscribing to the Twilio messaging platform that will be used alongside the new CRM Advise platform.

### **ACADEMIC SENATE**

Dr. Flaherty provided the following highlights from the October and November Academic Senate meetings. Curriculum has reactivated a Sports Conditioning certificate and deleted some literature courses. Two Guided Pathways curriculum paths were approved, and many more are expected in the future. Academic Standards is involved in discussion this year on

student withdrawal rates. Student Development is discussing engagement of students and online learning. Academic Support is focusing on tutoring. Campus Quality is involved in many issues, including sanitary product dispensers, water filter changes, and laptops available for students. Professional Development is reviewing faculty surveys from the last workshop and planning for the Spring workshop with a focus on Guided Pathways and remote learning. They are also reviewing their membership and committee description. Assessment is awaiting the final report from the HLC visit. They are forming their spring 2021 activities and will be doing outreach and mentoring for assessment. Online Education & Technology is developing workgroups and a statement of purpose. They have voted that all members have online teaching credentials, and are encouraging the switch to Blackboard Collaborate Ultra, for which there will be training available through the CTE.

### **STUDENT SUCCESS**

Ms. Tiwari provided the following Guided Pathways updates. As was mentioned under Academic Senate, two program maps went through Curriculum Committee, and more are being finalized for the December and February meetings. How the program maps will be reflected in the college catalog is currently being investigated and may involve a different catalog vendor. A process is being established of where maps will be posted on the website. Under Pillar 2, the student onboarding group is finalizing processes and a New Student Orientation is being launched this Friday. CRM Advise workshops have been held for employees to learn more about the tool to better serve our students. The Tech workgroup is working on the webpages. Planning of Pillars 3 *Stay on the Path* and 4 *Ensure Learning* is being wrapped up as discussion continues how this intersects with the Strategic Plan. President Moore acknowledged the continued work of the Guided Pathways Steering Committee for this institution-wide initiative.

### **OLD BUSINESS**

#### **STRATEGIC PLAN DEVELOPMENT**

Dr. Rushi reviewed the Strategic Planning development process so far, including the Mission, Vision, Shared Values, and goals. The current strategic plan sunsets in June 2021, with the new three-year plan commencing July 2021. There will be three goals in the plan, related to teaching & learning, employees, and the community at large, with operational action plans under each goal. Feedback from the Strategic Planning survey are currently being developed into these action plans as specific, measurable plans for each goal to implement in year one. President Moore highlighted that the Strategic Planning Committee is made up of a wide representation of employees.

### **NEW BUSINESS**

#### **EQUITY AND INCLUSION PATH FORWARD**

AVP Derrell Carter reviewed the college's experience thus far with the Kaleidoscope Group, including their listening sessions and conversations on campus, and their report which is available on the Human Resources portal. With the report as a foundation, the college is

now, in collaboration with Kaleidoscope, developing a DEI plan with goals and actions that will be implemented over the next two years in alignment with the Strategic Plan. Mr. Carter is currently finalizing a timeline for the plan's development and identifying key stakeholders. He thanked the Diversity Committee for their feedback, and announced that that group will transition to the DEI Action Plan Team. President Moore expressed her appreciation of the Diversity Committee in this endeavor.

#### **SPRING 2021 MARKETING CAMPAIGN**

Director of Marketing Sam Tolia discussed the spring marketing campaign which features a positive, optimistic message of *Spring Back and Stay on Track!* and highlights quality faculty, areas of study, convenience, and affordability. He showed print media, print ads, outdoor advertisements, digital ads, pre-roll, tv & radio, and search engine marketing. The presentation is attached here as part of the meeting minutes. Target markets include 18-24 year olds, 25-34 year olds, and Hispanic parents.

#### **NEXT MEETING**

The next meeting of College Council is December 14, 2020 on Microsoft Teams.

#### **OTHER**

President Moore noted that there are four weeks of instruction left in the semester, and acknowledged employees who are working together during this public health crisis to benefit our students and community. She expressed her appreciation and wished everyone a happy Thanksgiving.

#### **ADJOURNMENT**

Mr. Li made a motion, seconded by Dr. Flaherty, to adjourn the meeting. College Council was adjourned at 3:04 p.m.

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