CALL TO ORDER
Dr. Granados called the meeting to session at 2:03 p.m.

ATTENDEES
Present: Dr. Patricia Granados, Dr. Virginia Cabasa-Hess, Maria Correa, Marilyn Craig, Dr. Michael Flaherty, Kay Frey, Michael Garrity, Sandra Hughes, Pamela Perry, Sam Tolia, Dr. Amanda Turner, Marie-Ange Zicher

Absent: Diana Castro, Keke Kirksey, Tony Torres

Functional Committee Chairs: Garrick Abezetian, Dr. Michael Flaherty, Dr. Luisa Hernandez, Joe Klinger, and Dr. Quincy Martin

Also attending: Cheryl Antonich, Dr. Sherry Burlingame, Adrian Fisher, Debra Ford, Jessica Gawrysiak, Sonia Godlewski, John Lambrecht, Mary Mclean-Scanlon, Mary-Rita Moore, Eric Morton, Brenda Patton-Ismail, Susan Quinn, Brenda Watkins, Lindsey Westley, Mary Ann Tobin

APPROVAL OF MINUTES
Kay Frey noted a change in the Minutes of April 15, 2013, as her name was missing from the list of attendees. With this change, the Minutes were approved by unanimous voice vote.

REPORTS

JOINT FUNCTIONAL COMMITTEE CHAIRS
Mr. Joe Klinger reported that the functional committee chairs have continued to assist Dr. Hernandez in finalizing a recommended protocol for diversity initiative groups.

FUNCTIONAL COMMITTEES

Student Affairs Functional Committee Chair, Dr. Quincy Martin, reported that his committee has continued to review student affairs policies that are fifteen years or older, in order to assess their relevancy.

Dr. Granados asked that the committee examine one policy in particular, which is related to student GPAs being all inclusive.

Human Resources Functional Committee Chair, Joe Klinger, reported that his committee met with Diversity Affairs Functional Committee members to provide feedback on the protocol for diversity networking groups. In addition, they have provided HLC feedback to the Director of Planning and Accreditation, Pamela Perry, and are continuing to work on succession planning.

Diversity Affairs Functional Committee Chair, Dr. Luisa Hernandez, updated the Council that their group also met with Ms. Perry to discuss Chapters 3-7 of the Self-Study. They are also
working on a poster campaign to promote diversity. Furthermore, they are in the process of recruiting new members and are interested in bringing a play entitled *Defamation* to the Triton campus. The committee is exploring possible funding options for hosting the play on campus.

*Business Services Functional Committee – No Report*

*Academic Senate* Chair, Dr. Michael Flaherty, updated the Council on the current work of several Senate committees. Significant progress has been made by the Curriculum Committee as they have restructured developmental education math courses. The Academic Standards committee is working with the CTE to host text book selection workshops, in order to ensure faculty are choosing appropriate level text books for their courses. In addition, the Academic Support Committee has continued work on changes to the placement testing brochure. These revisions include updating contact information and clarification on proper identification needed in order to take the test. They are also working on web improvements.

Furthermore, Dr. Flaherty announced that he was elected to Academic Senate Chair. He commented that he is happy to see most Senate members will be returning for the next academic year as they have been a strong team.

In addition, the Academic Senate also elected an IBHE representative – Lorelei Carvajal. Her alternate was selected as Khallai Taylor.

**OLD BUSINESS**

**ERP UPDATE**

AVP Kevin Kennedy was not present at the meeting, but provided his update via e-mail to the College Council. Click [here](#) to view his original message.

**PROTOCOL ON DIVERSITY INITIATIVES**

Dr. Luisa Hernandez presented a revised protocol on diversity initiatives. The protocol states that the employee must give at least 24 hour notice prior to participating in diversity related networking group activities and events held during the employee’s normal work schedule.

Discussion around the 24 hour noticed ensued. Council member, Maria Correa, expressed that 24 hour notice may not be enough for some departments which only have several workers. She commented that this would burden the work of the department.

Dr. Granados agreed that the 24 hour notice is a concern of hers as well. Other Council members, such as Mike Garrity expressed that the protocol may want to reflect one week’s notice.

Dr. Amanda Turner asked if there would be any exceptions to this protocol. For example, if she learns of an employee’s desire to attend a diversity event within 72 hours of the event
and she does not believe it would be a hindrance to her department; would she be able to let them attend?

Joe Klinger stated that he believes the 24 hour notice is adequate, as it is consistent with other leave time language in our contracts. The 24 hour notice also applies to vacation, leave time, etc.

Dr. Granados commented that she would like this protocol to be fair and equitable. Dr. Flaherty commented, however, that he does not believe the committee will be able to come up with a protocol that will fit every supervisor.

Dr. Granados asked that the committee go back and make more revisions to the protocol and present it again at the June meeting.

GOAL #2 CAMPUS COMMUNITY ENGAGEMENT PLAN
Dr. Granados brought this item to the Council in order to discuss methods of increasing the level of engagement between the Council and the campus community. According to preliminary results of the 2013 College Council survey, the campus community feels communication is not as strong as previous years. Dr. Granados stressed that it is important to move on building our community engagement plan.

Council member, Mike Garrity, expressed that he feels we have increased meeting advertisement throughout campus. He commented that he looks forward to seeing the entire survey report, so that the Council can continue to identify other engagement opportunities.

Dr. Flaherty agreed that the survey results will help us determine next steps. He commented that many new people are also coming into our institution. They may not be familiar with College Council. Therefore, communication is important and we may need to consider incorporating information on College Council into orientation.

The Council also discussed the possibility of hosting a meet and greet during the fall semester and an open house in the spring semester in order to showcase their work.

NEW BUSINESS

OUTGOING MEMBERS
Dr. Granados announced that the following Council members’ terms end in FY13: Marilyn Craig, Dr. Amanda Turner, Marie-Ange Zicher, and Shakana Kirksey (Student Representative).

FY14 BUDGET
AVP Garry Abezetian provided an update on the current status of the FY14 budget. According to AVP Abezetian, we are currently facing a large deficit and decisions will need
to be made within the coming weeks in order to improve the situation and balance the budget.

AVP Abezetian stated that enrollment is one of our biggest challenges. They are anticipating a decrease for the fall; However, Dr. Granados commented that she is hopeful that we will be able to reverse the downward trend.

Dr. Flaherty asked as to when we will be able to view enrollment reports for fall 2013. Dr. Granados responded that this information would be available soon. However, due to the new ERP system, we will not be able to access comparative data.

CONSTRUCTION PROJECTS UPDATE
AVP John Lambrecht updated the Council on current and upcoming construction projects. AVP Lambrecht provided detail on projects such as the Early Childhood Development Center reconstruction, H Building renovation, Asphalt replacement, Archway project, Fire Alarm System replacement, Switch Gear replacement, Cernan Center sound system replacement, and Pool Scoreboard upgrade.

Several of these updates, including the H Building and Asphalt replacement may cause distribution on campus. AVP Lambrecht stated that he would be in communication with the campus community on any disturbances, road closures, etc.

INSTITUTIONAL PLANNING

COLLEGE COUNCIL SURVEY
Director of Planning and Accreditation, Pamela Perry, provided preliminary results to the 2013 College Council Survey. As mentioned earlier in the meeting, the results for communication were down from the previous year, in addition to general satisfaction. More detail will be provided as the full report is compiled.

HLC – CHAPTER FOUR
Pamela Perry, Director of Planning & Accreditation, facilitated discussion on Chapters 5-7 of Self-Study. Dr. Flaherty provided several small revisions.

Ms. Perry noted that all chapters of the self-study would be completed by end of June 2013.

HOT TOPICS

PARKING AT GRADUATION
Dr. Flaherty asked Dr. Granados for confirmation that the main parking lot at the Rosemont Theater is not able to hold all graduates and visitors, as Triton also utilizes the nearby Convention Center parking lot during commencement.
Dr. Granados responded that according to her knowledge, the main parking lot at the Rosemont Theater cannot hold all visitors.

CAMPUS CLOSURE – FLOODING
Dr. Flaherty indicated that there were questions that surfaced from faculty members regarding the campus closure in April 2013 due to flooding. He asked Dr. Granados for insight into how the decision to close campus was made.

Dr. Granados responded that making the decision to close is often challenging. Safety is considered. However, some factors are unknown, especially when it comes to weather. She noted that she was out of town the next day, and the VPs needed to make the decision to close for the next two days on her behalf.

AFFORDABLE CARE ACT
Dr. Granados acknowledged that there have been several information sessions on the Affordable Care Act recently. She stated that the Act has implications for our college, including huge financial burdens. She opened the floor for any questions or concerns.

Dr. Granados commented that we must be fiscally responsible. She encouraged College Council members to attend the Board of Trustees meeting on Tuesday, May 21, 2013 to learn more about the Act and Triton’s action plan.

She stated that once the Board has made a decision, there will mass communication to the campus community.

AVP Garry Abezetian stated that Triton has taken a proactive approach with their recommended action plan.

Dr. Granados stressed that it is important for the Council to be informed, so they can also support communication to their respective employee groups.

OTHER

MEETINGS
Next regular meeting of College Council is June 19, 2013

ADJOURNMENT
The meeting was adjourned at 4:08 p.m.