



## President’s Cabinet Meeting Minutes

**Date:** Date 4/19/16  
**Present:** President Jukoski, Ann Branchini, Steve Finton, Kathryn Gaffney, Steve Goetchius, April Hodson, Jerry Ice, Phil Mayer, Laura Qin, and Louise Summa, Roxanne Tisch  
**Absent with Cause:** Betty Baillargeon

Topic	Discussion	Action
<b>1. Approval of Minutes:</b> March 28 <sup>th</sup> 2016 April 5, 2016		March 28, 2016 Minutes Unanimously Approved April 5, 2016: Approved as amended.
<b>2. Language Lab Artwork</b>	Prior to approving the purchase of artwork for the Language Lab, President Jukoski will contact Sandra Jeknavorian to discuss funding and cost of artwork. President Jukoski will provide update Cabinet at a future meeting.	
<b>3. Survey Feedback: Armed Guards on Campus</b>	Roxanne Tisch provided Cabinet with a summary of the recent survey regarding us use of armed security guards on campus. Populations surveyed were students, faculty and staff. Based on the survey results, overall most feel safer with armed guards on site. A discussion followed that included other steps we could implement to improve our current security program without using armed security guards. Of those responding who opposed the use of armed security on site, the general reason was that it would create a hostile environment. Discussion followed. President Jukoski thanked Roxanne and Todd for their efforts.	
<b>4. Vacation Dates</b>	President Jukoski asked Cabinet to forward requests for vacation to April Hodson so that we can ensure coverage throughout the summer.	
<b>5. Planning Meeting</b>	The planning meeting is scheduled on May 5, 2016 at 1:00. Key stakeholders are invited to attend. Pre-work is requested prior to the meeting.	
<b>6. All Other Business</b>	<b>Enrollment Management:</b> Steve Finton thanked those who were able to attend the Enrollment Appreciation Celebration on April 18, 2016 in the MPR. Member of Student Services are very appreciative of the recognition.	



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	<p><b><u>End of Year Celebration:</u></b> President Jukoski suggested that we schedule a pot luck luncheon on Friday, May 13, 2016 at noontime prior to the last meeting of the AY of the Academic Division that will begin at 1:00.</p> <p><b><u>Student Services:</u></b> Steve Finton reported they are working on revising the Student Handbook and that he may reach out to members of Cabinet to review sections for their area.</p> <p><b><u>Administration:</u></b> Steve Goetchius shared that he attended a BOR Deans of Administration Meeting last week. Discussions included the budget, which is still being developed, use of shared services (purchasing, payroll and financial aid).</p> <p><b><u>Marketing:</u></b> Kathryn Gaffney reported that she has received cost estimates from potential web developers. The Committee will meet with candidates this week and hope to make a decision by next week.</p>	

**MEETING ADJOURNED AT 11:00AM**