

PRESIDENT'S CABINET MEETING MINUTES

WEDNESDAY, JANUARY 15TH

Present: President Jones, Dean Goetchius, Louise Summa, Betty Baillargeon, Associate Dean Valentin, Dean Branchini, Dean Edwards, Dean Lopez & Rashita Parker- Chair of Governance, Laura Qin

Recorder: Meghan La Casse

1. IT Governance – Dean Goetchius

- Dean Goetchius circulated the IT Steering Committee's proposal generated from the BOR.
- The purpose of the Steering Committee is to help shape the strategic direction of IT within the ConnSCU system. The focus for IT will be on networking infrastructure and IT security.

2. Legislative Affairs Committee – President Jones

- President Jones is charging the legislative affairs committee for the legislative breakfast on Monday, February 3rd.
- President Jones has asked Associate Dean Valentin to be the convener of the group. Rashita Parker and Betty Baillargeon will also be joining the group.
- The topics of conversation for the legislative breakfast will be: presidential search process, BSN program, Middle College, Manufacturing initiatives and auditorium update.

3. Doors & Windows Update – Dean Lopez

- The doors project is nearing completion with 122 doors being replaced. The locks for the doors will be installed within the next 1 – 2 weeks. The new locks will allow the doors to be locked from the inside.
- Also, the windows project will begin in May with an estimated completion of September 17th.

4. Professional Days – President Jones

- Professional Day on January 22nd will be geared towards faculty use of Digication. All faculty and staff are invited to attend the morning breakfast and welcoming remarks from 8:00am – 9:00am.
- Professional Day on February 6th will be for all faculty staff and it is supported through the GLS Suicide Prevention Grant.
- More details on both are forthcoming.

5. TRMC Building Feasibility Study – Dean Lopez

- Ken Boronson is the architect performing the feasibility study. They met with TRCC on Friday, January 10th to gather more information regarding building needs.
- The architect is creating a preliminary drawing and potential site areas for the building. The goal is to have a preliminary design by the end of spring.

6. Institutional Research – Laura Qin

- Laura Qin, Director of Institutional Research, joined Cabinet to review her Institutional Effectiveness Plan. Laura has done extensive research on other community colleges and best practices in this area.
- She has outlined a way forward by convening the Institutional Effectiveness Committee in order to develop and implement a successful Institutional Effectiveness Plan that is tied back to the Institutional Priorities.

- This plan will focus on the past work done at the College and build towards the goals outlined in the Strategic Plan.

Around the Table

Dean Edwards – Dean Edwards shared data regarding enrollment at the sub-base. The numbers look positive with a high completion rate. Dean Edwards is going to research the demographic of these students to better understand the population.

Associate Dean Valentin – Workforce and Community Education released their Annual Report. Also, the office will be having a New Year's Party on January 27th; all are welcome to attend.

Dean Lopez – TRCC will be returning to regular semester hours next week. Dean Lopez thanks the facilities staff for preparing the building for another semester.

Dean Goetchius – The Information Security Risk Assessment Team will be joining Cabinet on January 29th.

Dean Branchini – TRCC will be presenting at the Multiple Measures Summit on the work being done at the College.

Betty Baillargeon – The TRC Annual Appeal is being extended to allow returning faculty and staff to participate. The TRC Foundation has recently given funds to support the winter BootCamp for students. Also, the Booker T. DeVaughn Distinguished Lecture Series is presenting: Innocent but Proven Guilty featuring Dennis Maher on Thursday, February 27th. There will be two sessions 11am – 1pm and 6:30pm – 8:30pm in the Multipurpose Room. The event is free and open to the public.

Louise Summa – Presidential Search is moving forward. The search firm is visiting campus to meet with the advisory council on Friday, January 17th.

Rashita Parker – Governance will have their first meeting of 2014 on January 29th. The goal for the spring will be to review and revise the Governance document.

Laura Qin – Laura has been focusing on the winter IPEDS reports.

Meeting adjourned: 11:20 am