# Three Rivers

## COMMUNITY COLLEGE

### Office of the President

# President's Cabinet Meeting Minutes

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| **Date:** | **Wednesday, October 15, 2014** |
| **Present:** | President Jukoski, Betty Baillargeon, Ann Branchini, June Decker, Steve Finton, Steve Goetchius, Christine Languth, Meghan La Casse, Mike Lopez, Laura Qin, Louise Summa & Marge Valentin - Kacey McCarthy-Zaremba |
| **Absent with cause:** | |

| Topic | Discussion | Action |
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| 1. **Approval of Cabinet Minutes from 10-7-14** | Approved. | Meghan will disseminate to the College Community. |
| 2. **Space Planning Vendors** | Mike arranged for two space planners on state contract, Hopkins Design and Friar Associates, to present to Cabinet. Each vendor shared a portfolio of their previous work. Please see Cabinet Attachment 1 and 2. | Cabinet will be meeting with the third vendor on 10-21-14. |
| 3. **Scheduling Overview** | Kacey McCarthy-Zaremba presented to Cabinet on the class scheduling process. She highlighted all of the various issues involved in fairly allocating space for classes. Please see Cabinet Attachment 3. | NA |
| 4. **Governance Report** | June shared a report from Governance. She shared that there is a positive energy and high level of engagement in the taskforces of Governance this year. Each taskforce has cross-divisional participation. She will be asking the Governance Council if they would like to continue with the individual dean's reports since they reported at the All-College meeting. | June will report back to Cabinet regarding the status of the dean's reports. |
| 5. **Therapy Dogs** | Christine shared that the College needs to address the issue of therapy dogs on campus. She noted that therapy dogs are different from service animals that have been individually trained. Currently, the American's with Disabilities Act does not formally recognize therapy dogs. Please see Cabinet Attachment 4. | Christine will be disseminating a policy regarding therapy dogs. |
| 6. **All other business** | • President Jukoski would like to have a Holiday Pot-Luck Lunch at the end of the semester for all faculty and staff. | More details will be forthcoming |

**MEETING ADJOURNED AT 11:40 am**