

PRESIDENT'S CABINET MEETING MINUTES

WEDNESDAY, OCTOBER 30TH

Present: President Jones, Dean Branchini, Dean Edwards, Dean Goetchius, Dean Lopez, Associate Dean Valentin, Betty Baillargeon & Rashita Parker- Chair of Governance
Absent: Louise Summa
Recorder: Meghan La Casse

1. Academic Calendar – Dean Branchini

- Dean Branchini shared an early draft version of the 2014/2015 Academic Calendar. The draft will be circulating through departments for any revisions or changes that need to be made.
- There is a plan in place from the Board of Regents to work towards a system-wide common calendar for 2015/2016.

Around the Table

Dean Lopez – The Sociology Club recently organized an information session with Dean Lopez regarding the Lockdown Procedure at TRCC. Approximately 50 students attended to learn more about the process. Also, another RFP has been issued for the childcare center on campus with a November 19th deadline. Finally, there are two proposals on the table for the new Nuclear Simulator. Dean Goetchius is leading the selection committee.

Betty Baillargeon – The TRC Foundation is currently in the process of reviewing the scholarship programs administered through the Foundation. More details will be forthcoming.

Dean Edwards – **Please remember that enrollment for continuing students begins November 4th. Dean Edwards stressed the importance of enrolling these students early. All employees are encouraged to reach out to current students and encourage early enrollment as many sections will fill up quickly.

Associate Dean Valentin – Continuing Education recently sent out a survey to internal and external partners asking for input regarding a potential new name for the department that better reflects their mission. Also, there will be a student (although faculty and staff may participate as well) flu clinic on November 13th from 12 – 1 in room A206 in partnership with Uncas Health District. They will accept Anthem insurance or \$20 for the shot. In addition, Continuing Ed is partnering with Eastern Advanced Manufacturers Association on a professional development day for high school teachers at Sound Manufacturing. EAMA members and TRCC will be participating. It will provide information on careers and education in the manufacturing fields. Finally, on November 7th, there will be a seminar, Transit 101, on campus to help students better understand public transportation in the area, and details will be posted soon.

Rashita Parker – A new student government representative will be appointed/elected to join Governance this week.

Dean Branchini – There will be a curriculum meeting on Friday, November 1st. Also, students enrolled in the embedded courses have been participating in a survey that will gather information on the effectiveness of the program thus far. Early feedback shows that both students and faculty feel positively about the embedded courses. System wide, the community colleges are performing a cost analysis on these programs to compare with one another. Finally, the search for the Director of Learning Initiatives is still ongoing.

Dean Goetchius – **Reminder - The deadline to complete the information security training is Friday, November 1st. Also, the phone turnover deadline has been pushed back until November 8th. More details will follow.

Meeting adjourned: 10:40 am