



President's Cabinet Meeting Minutes

Date: Tuesday, September 16, 2014

Present: President Jukoski, Betty Baillargeon, Ann Branchini, June Decker, Steve Goetchius, Christine Languth, Meghan La Casse, Mike Lopez, Laura Qin, Louise Summa & Marge Valentin

Absent with cause:

Topic	Discussion	Action
1. Classified employees evaluation process and timeline	Louise gave a brief overview on classified employees and the evaluation process.	Louise reminded the deans that evaluations are due on September 30.
2. Dual employment challenges	Louise provided a definition of dual employment in regards to state employees. Please see DAS website CLICK HERE .	NA
3. Credit Statistics	Ann provided an overview of credit statistics from summer courses over the past 3 years.	NA
4. Director of Admissions	President Jukoski reminded Cabinet that Steve Finton, Director of Admissions, will begin on Friday, September 19 th . Steve Finton will report directly to the President's Office and participate in Cabinet every week.	NA
5. System Request: College's Cost Savings	The Board of Regents is asking for each college to provide information regarding any cost saving measures they have taken recently.	Mike will follow up with President Jukoski and the System Office.
6. Board of Regents Meeting – 9/15/14	President Jukoski provided an update of the Board of Regents meeting on 9/15/14. The topics discussed were: <ul style="list-style-type: none"> • Transfer & articulation is a priority • Focus on students getting associate degrees • Researching pre-employment background checks for employees • Regent's scholarships for students continuing to the CSU's 	NA

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	<ul style="list-style-type: none"> • Student workers should not have access to Banner • Academic Advising focusing on retention • Financial Aid “No Show” policy. Please see Cabinet Attachment 2. • Board of Regents is creating a system marketing plan 	
<p>7. All other business</p>	<ul style="list-style-type: none"> • Louise reminded deans to submit updated organizational charts to Human Resources. She needs to submit update charts to the System Office. • The TRC Foundation Retreat was on Tuesday, September 16th. • Governance will meet on Wednesday, September 17th. • Mike requested that all of the College’s doors, except the Main entrance, be locked from the outside at 8pm to allow security to better monitor the building. Please note that you can still exit from any door on campus. • Laura provided the enrollment data in relationship to the freeze date of September 10th – 4,534 students. FT 1,487 PT 3,047 • In regards to the reporting of “No Shows” in class, there are currently 167 students reported as no shows. Advising will be reaching out to these students to help them determine the best course of action for their future. 	<p>NA</p>

MEETING ADJOURNED AT 11:00 am