

APPROVED



President's Cabinet Meeting Minutes

Date: Tuesday, February 27, 2018

Present: President Jukoski, Betty Baillargeon, Kem Barfield, Steve Finton, Kathryn Gaffney, Steve Goetchius, April Hodson, Jerry Ice, Will O'Hare, Louise Summa, Victoria DiFilippo, Arnie DeLaRosa, Victoria Jenkins, Christine Languth, Edie Ouellet

Topic	Discussion	Action
1. Approval of Minutes: - Tuesday, Feb 6, 2018		Unanimously approved.
2. International Flags	Vicky DiFilippo presented her request for approval to display International Flags, representing countries of students at TRCC, throughout the building. Discussion followed including possible locations to display the flags. Arnie DeLaRosa will work with Vicky on possible display options and areas in the building and update Cabinet at a future meeting. Kathryn Gaffney will join discussions to provide a marketing prospective.	
3. Opioid Grant Update	Intern, Victoria Jenkins summarized initiatives underway as part of the CT Healthy Campus Initiative grant awarded to TRCC to raise awareness of the opioid crisis in SECT. As a side note, Christine Languth commented on the Title IX Coordinator position noting that as Vicki Baker is retiring soon, there is tremendous importance in filling this position prior to Vicki's departure to ensure a smooth transition. President Jukoski noted that she approved the job description and filling the part time (17/week) position. The job will be posted.	
4. Nursing and Allied Health Physical Resources Request	Edit Ouellet discussed future classroom and lab needs of the Nursing and Allied Health Areas in the A-Wing. Cabinet discussed and will ensure needs are part of the Master Plan Study currently underway at the College.	
5. Proposed Consolidated Mission and Vision Statement for CT Community College System	President Jukoski reviewed the proposal for the consolidated Mission and Vision Statement for the CT Community College System drafted by the Students First Academic and Student Affairs Consolidation Committee and asked Cabinet to send her feedback.	



President's Cabinet Meeting Minutes

Topic	Discussion	Action
6. 18-19AY Proposed TRCC Building Closings	Steve Goetchius shared the list of proposed 18-19AY building closings and asked for feedback. Steve will initiate a survey to faculty and staff about December 24 th , 2018 to determine if we can close the building without impact to anyone. As a side note while reviewing the calendar, Cabinet discussed and approved the 2019 Commencement date of Wednesday, May 22, 2019. A. Hodson will send an email to the SO to ask that they document this date.	
7. Spring 2018 Educational Excellence / Distinguished Service Award Program and Merit Awards	President Jukoski noted the deadline for campus-based merit award submissions is on Friday, March 9, 2018 to her office.	
8. 2018 Legislative Breakfast	President Jukoski reminded everyone that the Legislative Breakfast is tomorrow.	
9. All Other Business	<p>Administration: Discussion regarding use of speed bumps on campus. Kathryn Gaffney will research various types for a follow up discussion.</p> <p>College Congress: Will O'Hare reminded everyone of the work of the College Congress Task Force related to the Middle College. Discussion followed. President Jukoski will invite Brad to a future Cabinet meeting.</p> <p>President's Office: President Jukoski asked if there were any suggestions for this year's Commencement Speaker. Discussion followed. Will O'Hare will work with Kem Barfield to develop a survey to send out to faculty and staff for feedback.</p>	

MEETING ADJOURNED AT 11:00 am
Minutes submitted by A. Hodson