

APPROVED



President’s Cabinet Meeting Minutes

Date: Monday, March 11, 2019
Present: President Jukoski, Betty Baillargeon, Rob Farinelli, Kathryn Gaffney, Steve Goetchius, April Hodson, Nicola Ricker, Louise Summa, Joseph Victorino

Topic	Discussion	Action
1. Approval of Minutes: - Monday, Feb 25, 2019		Unanimously approved.
2. Update by Alycia Ziegler: American Heart Walk		Deferred
3. Food Pantry Expansion	Steve Goetchius shared the request of Janet Hagen, Coordinator of the Food Pantry at TRCC, to expand the food pantry to the unused office space surrounding the current food pantry location. Cabinet approved the request.	Unanimously approved.
4. Building Closings 2019-2020	Steve Goetchius shared a draft listing of AY19-20 building closures for Cabinet’s review. Discussion followed. Steve will initiate a survey, by division, to determine agreement to close the college on Friday, July 5 th , the day after July 4 th , 2019 and will present survey results at a future cabinet meeting.	Steve Goetchius will survey TRCC divisions for agreement to close the college on Friday, July 5 th , 2019.
5. Emeriti Nominations	Mary Ellen shared that we have received nominations for retired faculty, highlighting their contributions to TRCC, for emeriti status. Discussion followed. Cabinet agreed to wait until next week to review all of the nominations submitted.	
6. Office Supply Swap at TRCC	Dean Farinelli proposed scheduling an office supply swap. It was noted that items with an “inventory tag” cannot be discarded or donated without state approval. Rob will provide additional information at a future cabinet meeting.	
7. Spring Potluck	Dean Farinelli proposed to include a “quality teaching recognition” as part of the College’s end-of-year potluck. President’s office will develop a list of dates for the event and update cabinet at our next meeting.	
8. Employee Service Awards	Dean Farinelli proposed establishing an “employee service award” program at TRCC	



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9. Commencement Update	President Jukoski shared that Frederick Knowles has accepted our invitation to be the 2019 Commencement Speaker at TRCC. Lottie Scott has accepted the Community Service Award and will attend Commencement. We are waiting for acknowledgement from the BOR on our nomination for an Honorary Degree.	
10. All Other Business	There will be no Cabinet meeting on Monday, March 4 th .	

MEETING ADJOURNED AT 2:45 pm
Minutes submitted by A. Hodson