**Date: September 12, 2018, 12:20 – 1:20 p.m.**

**Present: Nicola Ricker, Rick Bennett, Steve Neufeld, Meg Wichser, Vicky Holdridge DiFilippo, Mark Vesligaj, Lori Angel, Andrew Marvin, Matt Burbine, Skye Cohen, Beth Allen, Madelyn Brungard, Mildred Hodge, Sandy Dean, Janet Hagen, Melissa Neill, Matt Liscum, Phil Mayer,**

**Absent: Pam Williams, Jodi Calvert**

| Topic | Discussion | Action |
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| 1. Call to Order and Approval of Minutes | The meeting was called to order at 12:30. Minutes from 5/16 were adopted. |  |
| 1. Executive Board Reports | Nicola Ricker announced the following:   * The new Registrar Kevin Kelly will start on the 28th and will be here for the Academic Dean search and Professional Day * There will 3 candidates on campus Friday for the Academic Dean search; CVs have been sent out along with a schedule of meetings * Cabinet has adopted goals for the year focusing on retention; the new Registrar will now report to the Academic Dean * We are now accredited by NECHC, which is a spinoff from NEASC that focuses on higher ed * We have a count of approximately 4500 students for the fall thanks to a significant bump at the end of registration; final numbers will be looked at on the 18th * Cabinet meetings are Mondays from 1:30 – 3:30; any Congress member can attend but only officers can vote * The Foundation golf tournament fundraiser is Monday * There are plans to open registration earlier for winter and summer, as other CT CCs do | * Staff reps will email lists of division members to Nicola Ricker |
| 1. Committee Reports | None |  |
| 1. Old Business | * **Governance Document:**   Changes regarding representation were adopted   * **Classroom Security:**   Nicola Ricker will ask Steve Goetchus about plans regarding covers for door windows and door locks |  |
| 1. New Business | * **BOR White Paper**   Nicola Ricker distributed the White Paper from the BOR soliciting feedback to present to the legislature. A motion was made to create a SurveyMonkey survey to send to all TRCC and create a task force to summarize and compile the results. The motion was seconded and adopted unanimously. The following people agreed to serve on the task force: Steve Neufeld, Andrew Marvin, Phil Mayer, Janet Hagen, and Meg Wichser   * **LAS/GS and Gen Ed Status**   Steve Neufeld suggested that the LAS/GS and Gen Ed task forces should have more permanent status. Rick Bennett suggested that they be made into Standing Committees rather than altering the Governance document to allow for standing subcommittees. Steven Neufeld said he will get input from the task forces and the Curriculum Committee. Meg Wichser suggested getting input from the new Academic Dean as well.   * **Dean Ice**   Rick Bennett presented a resolution to present to Dean Ice thanking him for his service. A motion was made to approve the resolution. It was seconded and passed unanimously. | * Nicola Ricker will discuss plans regarding the White Paper with Pres. Jukoski for approval * Steven Neufeld said he will get input from the task forces and the Curriculum Committee * Rick Bennett will present the resolution to Dean Ice |
| 1. Announcements | * Beth Allen asked about the possibility of inviting candidates to speak about their views regarding the BOR and higher ed. Sandy Dean said that faculty could invite candidates to their classes. Otherwise requests had to go through Sean Bradbury. * Nicola Ricker announced that the regular Congress meeting time will be the second Wed of the month from 12:20 – 1:15. |  |

**MEETING ADJOURNED AT 1:15 p.m.**