**Date: March 28, 2018, 12:20 – 1:20 p.m.**

**Present: Will O’Hare (President), Benjamin Coombs, Barbara Watson-Barboza, Matt Liscum; Beth Allen, Sue Turner, Teri Ashton, Todd Barry, Matt Burbine, Phil Mayer, Nicola Ricker, Pam Williams, Sandy Dean, Mildred Hodge**

**Absent: Steven Neufeld, Mark Vesligaj, Rick Bennett, Janet Hagen, Steven Paternoster, Andrew Cullen, Pauline Goyette**

| Topic | Discussion | Action |
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| 1. Call to Order and Approval of Minutes | The meeting was called to order at 12:24. The minutes were unanimously approved with a motion made by Benjamin Coombs to amend minutes to reflect the specific location of the suggested custodial closet to be converted to a lactation room (D112). |  |
| 1. Executive Board Reports |  |  |
| 1. Committee Reports |  |  |
| 1. Old Business | Changes to Governance Document: Changes to the document have been concluded. Changes include the wording of “subjects” to “disciplines”.  Hallway Noise Task Force Report: Beth Allen reports that the hallway behavior has been better. It was brought up that Middle College students may have been a chief contributor to this issue. Beth Allen says it is unclear who is a Middle College student and who is not. Also noted, the accountability of troubled students seems to be lacking. Todd Barry suggests that scheduling could assist in fixing the issue, stating that some classes have too many MC students. President O’Hare will speak with President Jukoski and the Deans about the enrollment of MC students.  Benjamin Coombs brought the topic up to Student Government. He reports that the signage will not be received by the students. Students do not like the wording such as the use of “quiet”. Students think that the signs come across as telling them to be silent and they do not think that the college should have a silent atmosphere. Also, some signage seems to be appropriate for children, but not for an adult population.  Gender Neutral Bathroom: Everything has been installed and the bathroom is operational. The students are very happy that the project is finally finished.    Snow Closure Policy: A suggestion was made to open the building at 10:30am instead of 11am so that students can get to their 11am class on time. We do not want students waiting in their cars for class. Decisions need to be made sooner. O’ Hare will bring this to cabinet for discussion.  There has been a lot of confusion on the closure signage. The signage is not consistent across the college. Phil Mayer suggests that adding a text message, in addition to the signage, specifying which classes will be in session or not near opening time, would be helpful to the students and provide clarity. It was noted that security needs to stay longer than the building closure time. | * \_\_\_\_\_\_\_\_\_ will send out document to the whole college by end of April. * O’Hare will speak with administration about the enrollment of Middle College students. * Will O’Hare will bring the discussion to cabinet. |
| 1. New Business | Congress Elections: The Deans cannot appoint representatives. Reps need to be voted in by each department. The election will be held in April. The new e-board will be elected during the last College Congress meeting. It was noted that the serving terms are two years and those that are on their first year do not need to be re-elected this term. Those who have served two years will need to be re-electing to continue serving if they wish.  Commencement Speaker: A poll was sent out to the college for input on whether to keep the speaker or not. There was an overwhelming response for keeping the speaker. Some recommendations so far are Tom Hanks and James Chadic. If you have any recommendations, please send them to the Office of the President. President Mary Ellen Jukoski will make the final decision. It is important that the students can connect to the speaker. Benjamin Coombs will ask Student Government for input on potential candidates.  Classroom Security: O’Hare reports that we are a “soft” target and that there are a number of insecure entrances to the building. Some of the blinds in the classroom do not work, etc. Sue Turner said that the lockdown alarm is too quiet.  Governance Workgroup Rep: There will be one big group by April 20th. The serving term will be from May 1, 2018 to June 1, 2019. There needs to be representatives from the college.  Motion made by Nicola Ricker that the governing body of Three Rivers Community College formulates a call for nominations to the Gov. Workgroup. Motion seconded by Mildred Hodge. Motion passed unanimously. Send nominations to Rick Bennett. After the nomination period, a poll will be sent to K. Barfield for dissemination. Nicola Ricker will send out an email to the whole college asking for nominations. It is noted that this rep does not have to serve on College Congress to be a candidate. | * Benjamin Coombs will ask Student Government for input on potential candidates. * Will O’Hare will bring the sound level topic to cabinet. * Nicola Ricker will send out an email to the college asking for nominations. |
| 1. Announcements | None |  |

**MEETING ADJOURNED AT 1:05 p.m.**