

APPROVED



President’s Cabinet Meeting Minutes

Date: Monday, April 22, 2019
Present: President Jukoski, Betty Baillargeon, Rob Farinelli, Kathryn Gaffney, Steve Goetchius, April Hodson, Nicola Ricker, Louise Summa, Joseph Victorino
Guest: Alycia Ziegler, Director of Student Activities and Kevin Kelly, Registrar

Topic	Discussion	Action
1. Approval of Minutes: - Monday, April 8, 2019		Motion-Steve Goetchius 2 nd -Kathryn Gaffney 0-Against 0-Abstain Vote Carried.
2. Update by Alycia Ziegler: American Heart Walk	Alycia Ziegler summarized her plans regarding the American Heart Walk. Rather than identifying team captains, Alycia is suggesting Three Rivers plan a community based event (dance-a-thon) in September, 2019 during work hours rather than on a weekend to encourage greater participation by faculty and staff.	Approved
3. New Student Orientation	Alycia Ziegler presented her ideas to weave the TRCC Values into the next new student orientation. Discussion followed with suggestions by Cabinet to review our current Strategic Plan for our Values and Mission. Alycia plans to schedule new student orientation to June (from July) as rename to “accepted student day” and offer various breakout sessions.	
4. Women’s Celebration	Alycia summarized today’s event noting that the Equity and Diversity Committee is hosting the Women’s Celebration with a free lunch.	
5. Student Speaker	Kevin Kelly provided an overview of the selection process and results of the committee’s work to identify the 2019 Commencement Student Speaker, Michelle Reynolds. Michelle, a student of Graphic Design, is also this year’s Valedictorian.	
6. Commencement Update	Dean Farinelli shared that plans are well underway and all is in good order. Confirmed there are 253 graduates planning to walk this year.	

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7. Feedback – Emeriti Reception	Feedback was positive and included ideas for next year.	
8. Feedback – Lavender Graduation	Feedback was positive.	
9. Increase the Number of Handicapped Parking Spaces	Steve Goetchius noted the proposed area for the additional parking spaces would be to the left of the main entrance. We now have 8 spaces and the recommendation is to add 4 additional spaces. Discussion followed with the request that the College Congress and SGA have a chance to review the request and provide feedback before Cabinet makes a decision. If approved, the work should be done during the regularly scheduled parking lot restriping.	Nicola Ricker will place on the next College Congress agenda and update Cabinet. Joseph Victorino will place on the next SGA agenda and update Cabinet.
10. Sub-Base Partnership	Steve Goetchius advised that the Navy is requesting the classroom used by TRCC be turned back to the Navy if not be used. Steve will coordinate a meeting with Navy base reps and TRCC staff and asked Marie Hoffman to review old records.	Steve will set up meeting with Navy Base Reps and TRCC. Robe will ask Erin Sullivan about credit offerings.
11. TRC Foundation – Scholarships Update	Betty Baillargeon is working to secure a \$25,000 pledge from Ed Muenzner & Family to establish a scholarship endowment in memory of Ed's father, William Muenzner. Also, planning is well underway for the upcoming reception to honor retiring board treasurer, James Austin and awards night scheduled for May 7, 2019.	
12. New Business	College Congress: Nicola Ricker highlighted items brought to a recent college congress meeting: <ol style="list-style-type: none"> 1. Artworks: Suggestion to have artworks named with a plaque to identify the artist. 2. Snow Day Policy: Is there a snow day policy? 	

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	<p>3. Seating throughout our classrooms: Can the seating in some of our lecture halls be upgraded for larger-sized students.</p> <p>4. Nominations: Nominations are being accepted for faculty representatives and Patrick Keller is nominated as the staff representative.</p> <p>5. Website Taskforce: The following are confirmed as the website upgrade taskforce: Lori Angel, Skye Cohen, Janet Hagen, and Phil Mayer.</p> <p>6. There is a possibility of a no-confidence vote for President Ojakian and the Students First Initiative. More to come on this.</p> <p>Marketing and Public Relations: Kathryn Gaffney reviewed the updated campus map. Suggestions were to add the Purple Heart Parking on the Key and to label the entrances for handicapped access to the building and to add the room-number ranges for each wing of the bldg. Kathryn also mentioned there will be a photographer on campus on Wednesday to take photos of the classrooms.</p> <p>Student Government Association: Joseph Victorino provided a summary of the SAG-sponsored student trip by bus to Hartford to speak to legislators about the consolidation. Students were not able to speak with Senator Flexer but instead were able to meet State Representative Haddad. They plan another trip in June, 2019.</p>	

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