

Approved



President's Cabinet Meeting Minutes

Date: Tuesday, August 20, 2019 - 2:30
Present: President Jukoski, Betty Baillargeon, Rob Farinelli, Kathryn Gaffney, Steve Goetchius, Nicola Ricker, Louise Summa, April Hodson, Samantha Bartosiak

| Topic | Discussion | Action |
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| 1. Approval of Minutes: - August 13, 2019 | | Unanimously approved. |
| 2. TRCC Organization Charts | Cabinet reviewed the draft organization chart. Suggestions and were discussed and an updated document will be presented at the next Cabinet meeting. | Updated Org Chart will be presented at a future Cabinet Meeting for review. |
| 3. Library Renovation Committee Membership | President Jukoski proposed the following be invited to sit on the committee: Pamela Williams, Rob Farinelli, Steve Goetchius, Will O'Hare, Skye Cohen, Arnie DeLaRosa, Andrew Marvin, and Student (to be identified). Discussion followed about the changes to existing spaces and the desire for more enforced quiet spaces. Samantha Bartosiak, President SGA, will survey students and provide feedback at a future Cabinet meeting. | Samantha Bartosiak, President SGA, will survey students about preferences/suggestions and provide feedback at a future Cabinet meeting. |
| 4. Building Updates | Dean Goetchius provided an update on the current mold remediation work and on the HVAC project. Tarps are currently in place and the remediation is in progress which should be completed by the end of next week. The HVAC work will also begin on the 2 nd floor, D-Wing to install ducts and rooftop units to eliminate the recurring mold issues. Class scheduling will be adjusted to accommodate this much needed work. Steve will update Cabinet on work in the E-Wing at a future Cabinet meeting. Steve also shared that he is communicating with a college neighbor regarding trees that need to be removed that border his property. | Dean Goetchius will send out an email to TRCC Community about these projects. Dean Farinelli will also address with all faculty and adjunct faculty on August 26 th at the Faculty Workday. |
| 5. Other Business | Academic Division: Dean Farinelli reported that students who have not paid their tuition bills yet will be dropped. | |



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| | <p><u>Institutional Advancement:</u> Betty is working with Dr. Hargus in establishing a TRCC scholarship, preparations for the upcoming golf tournament are well underway, and her office is also preparing the Foundation’s annual report and annual appeal.</p> <p><u>Marketing:</u> Kathryn is designing banners for exterior light poles based that will reflect our meta-majors.</p> <p><u>President’s Office:</u> President Jukoski advised that faculty member, Frederick-Douglas Knowles is being selected as the Virginia D. Christian Educator of the Year Award Recipient at the 56th Annual Freedom Fund Dinner on October 3, 2019. Mary Ellen will identify faculty and staff to attend on behalf of TRCC.</p> <p><u>SGA:</u> Samantha Bartosiak advised that the SGA has scheduled a Leadership Forum to educated student leaders on procedures to run a club, complete purchase requisitions, etc.).</p> | |

MEETING ADJOURNED AT 3:50 p.m.
Minutes submitted by A. Hodson