

APPROVED

President’s Cabinet Meeting Minutes

Date: Tuesday, January 28, 2020
Present: President Jukoski, Rob Farinelli, Kathryn Gaffney, Steve Goetchius, Rick Bennett, Sam Bartosiak, Judy Hardy
Absent with Cause: Betty Baillargeon, April Hodson, Nicola Ricker

Topic	Discussion	Action
1. Approval of Minutes:		Deferred
2. President’s Update	The All College Meeting will be held on February 5, 2020 at 12:20-1:15.	Judy will check with April regarding the agenda for the meeting
3. Academic Division Update	The enrollment for the spring 2020 semester is at 3,300. Although the count is down at this time it is anticipated that an additional 100 students will enroll due to the late start courses.	
4. Commencement Speaker	There was discussion if a Commencement speaker was necessary. The 2019 Commencement Speaker, Frederick Knowles delivered a great speech and the 2019 Commencement Student Speaker process and committee, led by Kevin Kelly was well received. The Student Government Association President, Sam Bartosiak expressed that feedback from students regarding a Commencement speaker was not all positive. Although students appreciated the new process to identify a student speaker, students also stated Commencement speakers can be long winded, the weather can be hot and it would appreciated if the speeches could be brief.	Sam will speak to the members of the SGA about how they feel about a Commencement Speaker and report back to Cabinet. Judy will touch base with April to identify any current policies regarding Commencement Speakers.
5. Student Services Update	Student Services has advised approximately one-third of our students up to this point. It was agreed to continue with the Advising Days events in the MPR to stay proactive advising students.	



Office of the President

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	<p>There was discussion concerning how student workers (identified through Financial Aid) are qualified to work in the college which included:</p> <ul style="list-style-type: none"> • What is the lowest GPA a student can have to qualify to work? • Is the student currently enrolled at Three Rivers Community College? • If the student enrolled then withdrew from courses do they still qualify to work? • If the student is enrolled at another campus or university can they still work at Three Rivers Community College? 	<p>Steve will locate the previous student worker policies.</p> <p>Rob will look at the list of current student workers’ GPAs, current enrollment status and graduate information.</p>
<p>6. Administrative Services Update-Building Update</p>	<ul style="list-style-type: none"> • The HVAC project is taking longer than expected and classes will have to be shuffled for a time this semester. • The exterior automatic door should be repaired soon. • The air quality/exchange in the science lab has improved. • The System Office indicated it would like the daycare space to continue to be used by a vendor. There was discussion regarding raising the fee for the space. The current vendor is not naeyc accredited. 	<p>Sam will touch base with students to see if any use the current daycare as an option for their children.</p>
<p>7. Human Resources Update</p>	<p>Non-bargaining positions are moving forward. The Centers for Excellence (COE) will be handling all the hiring and current HR employees will have to apply for positions.</p>	
<p>8. College Congress Update</p>	<p>Richard reported the unions encourage collective bargaining. Committee members in regards to the consolidation have been elected, appointed or have volunteered.</p>	
<p>9. Institutional Advancement Update</p>	<p>Tabled</p>	
<p>10. Marketing and Public Affairs Update</p>	<p>Kathryn provided a handout using Google Analytics which showed numbers in regards to how many times and which pages people visit on the Three Rivers Community College website. The handout reported the numbers at the last 30 and 90 days as well as the previous year. Andrew Morris, Web Communications & Design</p>	

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	Coordinator for CSCU will be assisting Kathryn with more detailed reports with the Google Analytics in the near future.	
11. Student Government Association Update	Student Government Association President, Sam Bartosiak reported feedback on the PACT Debt Free College meeting that was held Monday, January 27, 2020. She stated some comments on Facebook and from students were as follows: <ul style="list-style-type: none"> • Students asked about the program in regards to part-time students. • Where would the funding to pay for the program come from? • Students commented about the funding coming from the CT Lottery agency. • The program was confusing. 	

MEETING ADJOURNED AT : 3:20pm