



APPROVED

President’s Cabinet Meeting Minutes

Date: Tuesday, February 11, 2020
Present: President Jukoski, Betty Baillargeon, Rob Farinelli, Kathryn Gaffney, Steve Goetchius, April Hodson, Sam Bartosiak
Absent with Cause: Nicola Ricker

Topic	Discussion	Action
1. Approval of Minutes: - January 07, January 21, and January 28, 2020		Unanimously approved.
2. President’s Update	President Jukoski asked Cabinet for feedback on the February 5, 2020 All-College meeting. All reported hearing positive remarks from faculty and staff. Discussions included scheduling quarterly all-college gatherings.	
3. Academic Division Update	Dean Farinelli reported the Commencement Committee will be charged soon so that preparations can begin.	
4. Commencement Update	Sam Bartosiak, Student Government President, shared that members of the SGA would be agreeable to a keynote speaker (preferably an external speaker) and would like to participate in the selection of the keynote speaker. President Jukoski authorized the forming of a task force committee, comprised of 4 students, faculty and staff, to develop a list of potential speakers to present to Cabinet for discussion and approval.	
5. Student Services Division	Student Workers Policies and Procedures	Deferred
6. Administrative Services Update	Dean Goetchius shared that the HVAC work is moving ahead with building inspections beginning soon. Due to work in/near the current day care area, Dean Goetchius and Gayle O’Neill will discuss options with operator of the daycare. Steve also confirmed that we have adopted the CSCU calendar and policies noting that our future holiday building closures will align with the CSCU closing going forward.	



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7. Human Resources Update	Dean Goetchius will attend an HR Director's meeting later this week and will update Cabinet at the next meeting.	
8. College Congress Update	Nicola Ricker advised there is a meeting of the College Congress this week and will update Cabinet at the next meeting.	
9. Institutional Advancement Update	Betty Baillargeon shared the Foundation Board will meet next week. LeAnn Gomes has announced that she will be retiring from Norwich Human Services in July and stepping down from her role as a TRCF Board Director at the end of April. Lee-Ann has brought forth a nominee for the board to consider as her replacement. There are 3 additional board members cycling off the Foundation Board in 2021 (William Stanley, Chris Jewell, and Scott Donovan) The Board are in discussions about filling their seats. Jemiel Rose has accepted a new position with the Connecticut State Colleges and University System as the Project Director for Advanced Manufacturing. He will continue as a TRC Foundation Board Director, but will be recommending a new representative from Electric Boat.	
10. Marketing and Public Affairs Update	Kathryn Gaffney shared that we earned the 2020-2021 Military Friendly School designation for the second year and a press release will go out this week.	
11. Student Government Association Update	Sam Bartosiak, Student Government Association President, summarized discussions of the SGA regarding students' perspective and use of the onsite daycare. Questions Concerns shared are 1) that the cost is prohibitive for students and would a sliding fee scale be implemented and 2) about lack of accreditation. President Jukoski will look into this and discuss at a future meeting.	
12. New Business	President Jukoski reviewed the "Students First: CT Community College 5-year Financial Forecast" document and the Enrollment Management Plan FY2020-2023 shared with Presidents/CEOs at a recent meeting. Discussion followed.	

MEETING ADJOURNED AT: 3:15pm – Submitted by April Hodson