



Approved

President’s Cabinet Meeting Minutes

Date: Tuesday, February 23, 2021 – 2:00 PM TEAMS
Present: President Jukoski, Betty Baillargeon, Kem Barfield, Skye Cohen, Steve Goetchius, April Hodson, Andrew Marvin, Alexa Shelton, Gayle O’Neill, Lorenzo Enderle
Guests: Nikki Gullickson, TRC Foundation Board, Joe Selvaggio

Topic	Discussion	Action
1. Approval of Minutes: February 9, 2021		Deferred
2. TRC Foundation Board Member	Nikki Gullickson, TRC Foundation Board Director and Chair of the Scholarship Committee joined Cabinet. Ms. Gullickson is a veteran educator and was a member of the board of the United Way of Southeastern Connecticut. Ms. Gullickson is joining Cabinet to discuss the potential of partnering with TRCC to develop a pathway of one aligned services portal for students to use that could include services for trauma, financial assistance, travel, personal care, childcare, etc. Students have so many challenges outside of the classroom that faculty and staff are not able to support. President Jukoski would like to form a task force, with Betty Baillargeon and Nikki Gullickson as Co-Chairs, to make recommendations for Cabinet’s review to implement in the fall semester. An email will be sent out to all TRCC asking for volunteers to join the task force.	
3. Commencement 2021	Cabinet discussed options for Commencement 2021. The date of a virtual recording is tentatively Saturday, May 29, 2021 at 2:00. Suggestions discussed included inviting the graduates to come to campus for a ceremony without guests. Joe Selvaggio, Raven Rose, and Arnie DeLaRosa joined Cabinet for this discussion. Commencement Chair, Joe Selvaggio will investigate these options and update Cabinet next week.	
4. President’s Update	President Jukoski provided a summary of the CSCU President’s meeting: <ul style="list-style-type: none"> • The format for the legislative breakfast is still being discussed. • The Strategic Plan is ready to be emailed to the TRCC community for review before the February 24th All College meeting. 	



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	<ul style="list-style-type: none"> • There was discussion with Ben Barnes about possibly not raising tuition for the fall. More discussions to follow. • The budget was discussed which is level-funded and SO is looking at COVID expenses and possible uses of Cares Act funding, the financial implications of funding 27 pay periods rather than 26, and no support for supplemental fringe benefits. More to come on these discussions. • Discussion of restructuring of IT was deferred. 	
<p>5. College Congress Update</p>	<p>Andrew reported the College Congress held their first meeting on February 10th and:</p> <ul style="list-style-type: none"> • Working on revisions of the Governance Charter with the objective to streamline the document to be flexible based on the future of One College. • Have established the Congress elections committee is Kevin Amenta, Ronda Charette, and Janet Hagen. They are asking for candidates for upcoming elections. 	
<p>6. Academic and Student Affairs Update</p>	<p>Dean Barfield provided the following updates:</p> <p><u>Academics</u></p> <ul style="list-style-type: none"> • At the Academic Deans Council meeting discussion included the 1) CSCU Book Read, <u>Equity Talk, Equity Walk</u>; 2) guided pathways and the areas to be included; 3) draft proposal regarding common course numbering in the One College; 4) alignment of the instructional methods and developing common definitions. • Discussion with Middlesex regarding Smarter Measures (used for many years at TRCC but we decided to terminate the contract) but now the SO is possibly renewing and implementing throughout the One College. <p><u>Student Services</u></p> <ul style="list-style-type: none"> • Enrollment at the freeze is 2,779 down 16.9% (4th best in the System) • Reviewing the CCP Program now and adjusting based on needs of student and TRCC's use. 	

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	<ul style="list-style-type: none"> Received notice of two retirements in Student Services Division of Terri DeBarros-Booth and Meg Wichser. 	
<p>7. Administrative Services Update</p>	<p>Dean Goetchius advised:</p> <ul style="list-style-type: none"> Based on new guidelines by the Governor’s Office, vaccines will be distributed based on age and TRCC will no longer be responsible for submitting faculty and staff names into the VAMS system. CT residents need to register themselves beginning with residents 55 and over and K-12 educators. However, TRCC may still need to register TRCC faculty and students who work in childcare settings. Building Schedule for 21-22: Proposing to observe the same 4-day weekend in February 2022. Will send out an email asking for feedback before confirming. CSCU Universities already follow this schedule. COVID Reports: 2 students tested positive. 	
<p>8. Finance</p>	<p>Gayle O’Neil:</p> <ul style="list-style-type: none"> Positive news that we received our additional funding under Clarissa (4M+). Use of funds to be determined. System Office is asking for feedback from colleges on tuition and fees. Working on the Budget cycle that begins in March Shared Services changes for AP and Purchasing are scheduled to be implemented by April 1st, 2021. 	
<p>9. Human Resources</p>	<p>Shaylah Carbone sent out an email to all TRCC to introduce herself and provided a summary on services and centers of excellence. Shaylah will be on campus on Friday and will be located in the HR Suite.</p>	
<p>10. Information Technology</p>	<p>Skye Cohen updated Cabinet on the:</p>	

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	<ul style="list-style-type: none"> IT consolidation/restructuring that will be split between academic IT support and Enterprise IT support. Uniflow printer changes will roll out on Friday, March 26th 	
11. Institutional Advancement Update	Betty Baillargeon provided an update on recent Foundation activity: <ul style="list-style-type: none"> Wrapping up work on Spring 2020-2021 scholarships and working on Fall 2021 scholarships Will begin review of the Loaner Laptop Program 	
12. Marketing and Public Affairs Update	Alexa Shelton reported her office is: <ul style="list-style-type: none"> The We Care video is now posted on the website and the page is now live. Also posted the video on Facebook which had a positive response Received the Military Friendly standing and sent out a press release 	
13. Student Government	SGA President Lorenzo Enderle reported: <ul style="list-style-type: none"> The Board revised the By-laws and Constitution to embrace a shift towards digitized records for future boards to allow for timely and easier access. Received Advisor approval and will seek club approval. Working on finalizing a “Record of Advisors” for all student leaders to support contact and communications Meeting with Human Services students to offer community support to discuss how to receive funding and care for their projects Revising election procedure to run earlier in the year to support transitions. 	
14. New Business	No new business.	

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