



Approved

President’s Cabinet Meeting Minutes

Date: Thursday, March 9, 2021 – 2:00 PM TEAMS
Present: Betty Baillargeon, Kem Barfield, Shaylah Carbone, Skye Cohen, Steve Goetchius, April Hodson, Andrew Marvin, Alexa Shelton, Gayle O’Neill, Lorenzo Enderle
Absent w/Cause: President Jukoski

Topic	Discussion	Action
1. Approval of Minutes: - March 4, 2021		Deferred
2. Administrative Services	Steve Goetchius shared that Gayle O’Neill accepted a position at the System Office as the Director of Accounting and will be leaving TRCC at the end of March 2021. On behalf of President Jukoski and Three Rivers Community College, Steve thanked Gayle for her service to our community and that she will be greatly missed.	
3. Commencement 2021	President’s Cabinet discussed options for Commencement 2021. Due to recent loosening of in-person gathering restrictions by the Governor’s Office, Cabinet met to determine the format best suited for Three Rivers to provide graduates with a meaningful experience while mitigating COVID risks. Several options were discussed and Cabinet decided to recommend to the President that due to the fact that many students may not be vaccinated at the time of Commencement, that we should err on the side of caution and invite students to campus, without guests, for 3 or 4 separate graduation sessions throughout the day on Friday, May 7th. The Three Rivers PCR would be the location for each session. Graduates, including those from 2020 (as a cohort) would be invited to wear their cap/gown, gather in a designated location, adhering to social-distancing protocols, and walk to the PCR to be seated. Staging would be set up with flowers and celebratory items (balloons, podium, etc.), music would be played for their entrance, and they would be seated, 6’ apart. Each name would be read and each graduate would be invited to walk to the stage, where President Jukoski, Dean Barfield and Dean Goetchius would be standing, collect their diploma from a table and exit the PCR and out of the building to their car. Each session will be recorded and later combined and added to other recorded components so that a	

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	<p>full recording could be aired on Saturday, May 29, 2021 at 2:00PM. Additional details will be determined and implemented by the Commencement Committee, Chaired by Joe Selvaggio. The Committee was open to President Jukoski’s final approval of either an outdoor or indoor gathering—both with similar enter/exit procedures. A motion was made by Skye Cohen and endorsed by Alexa Shelton to make this recommendation to the president. All but one voting-eligible Cabinet members voted in favor of this indoor recommendation.</p>	
<p>4. Foundation</p>	<p>Betty Baillargeon presented a fund-raising opportunity during the on-ground portion of Commencement of personalized signs that graduates can purchase that would be displayed during the on-ground ceremony.</p>	<p>Approved</p>
<p>5. New Business</p>	<p>None</p>	

MEETING ADJOURNED AT: 2:45pm – Submitted by April Hodson