**Date: April 14, 2021 12:26 pm – 1:15 p.m.**

**Present: Andrew Marvin, Richard Bennett, Melissa Neill, Maria Krug, Janet Hagen, Vandana Basu, Kelly Molkenthin, Matt Burbine, Craig Guild, Ronda Charette, Cheryl Salva, Daniel Ware, Meghan LaCasse, Kevin Kelly, Valerie Smith, Wayne Boyko, Jr, Katherine Doiron**

**Absent: Rhonda Spaziani, Soumyashree Sahoo, Cindy Arpin, James O’Shea**

| Topic | Discussion | Action |
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| 1. Call to Order and Approval of Minutes
 | The meeting was called to order at 12:26pm. C. Salva made a motion to approve the minutes, second by V. Basu. The minutes from 3/10/20 were approved unanimously. |  |
| 1. Congress Officers Reports
 | * Cabinet Cancelled 3/30 and 4/13. These updates are from 4/6/21.
* Mark Vesligaj passed away. Mark Cuomo to organize a celebration at TRCC. Betty B reports $2,000 in donations have been received in memory of Mark V. Half of the go fund me page established will establish an endowed scholarship in his name. Funeral is 4/16 in Old Saybrook.
* Repopulation of campus for fall. System office wants back to campus 6/1/21 with 50% capacity. Each college president to choose how to repopulate. Supervisors to talk to staff and those that report to them. Full time on campus 8/1/21. A. Marvin to clarify what this means for faculty. 50% of classes on campus is fall.
* Virtual Legislative breakfast postponed to 4/20 at 9am.
* All college meeting was held 4/12. Need to vote for/against strategic plan.
* Kem-program reviews for faculty are happening. Possible revisions to ESL program.
* Jodi C-203 students were served at open advising days. Committee would like to continue virtual days post-pandemic.
* K. Kelly reports 476 students registered for fall and 300 for summer. This is about 200 students behind pace. Full time tuition/fees-beginning this summer no financial penalty if class is dropped between the start of registration and the end of the first week of classes. After the first week of classes in weeks two or three-$50.00 drop fee/course. For shorter terms in the semester-10% rule will be used.
* Commencement-working on logistics. Filmed May 7th in three different groups. Faculty can support students. Video to air 5/29 at 2:00pm.
* Gayle O’Neill left. Valerie Smith is attending cabinet now.
* Skye-gathering tech needs, and someone will come to campus to address questions.
* Betty-task force to get case manager from the United Way on campus. Partnership with Norwich Free Academy. Paid for by a grant. Manage health and service requests on campus.
* Scholarship deadline for fall is 4/23. The event will be held virtually.
* Golf tournament is 5/24 at Great Neck Country Club.
* Our executive board foundation person is resigning and will be replaced.
* Alexa S-marketing advising days.
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| 1. Committee/Student Government Reports
 | * Student Government Association-Kathy- nothing to report.
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| 1. Unfinished Business
 | * N/A
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| 1. New Business
 | * Governance Charter discussed by R. Bennett.
* The current governance charter is 5 years old and needs to be revised. Documents were sent out and a committee met and dealt with the feedback received from campus. What will be done with one college which affects governance at campus level? Group A- Feedback was the curriculum committee needs more oversight by the congress (due to inflexibility). Term limits were implemented for curriculum committee members. Group B-One college-First, it appears that the one college plan used TRCC’s plan as a model but named differently. Went through and changed names. Second, It looks like departments were eliminated. No curriculum committee at college level. If there is not one college, will stay the same. If it changes-change from departments to caucuses. If one college then no curriculum but educational content committee at local level. Congress needs a 2/3 vote to move out to other college community.
* Document R. Bennett sent is now in teams, “Governor Charter Revision”.
* R. Bennett made a motion –Charter Revision proposals to be put formally to to college community at TRCC for a college wide vote. M. Burbine seconded the motion.
* Discussion-M. LaCasse stated her constituents gave positive feedback. A. Marvin stated his department is being proactive if it goes through.
* “Shall the draft revisions to the Governance Charter proposed by the revision task force be adopted and be placed before the TRCC community for vote?” 18 yes, 0 no, 1 abstention. Motion passes.
* Next steps- the election committee to put out ballot to entire school (J.Hagen, K. Amenta, R. Charette)
* Elections-still missing candidates for Humanities and Fine Arts, Administrative Services, HR and Institutional Advancement, and Faculty/Staff at Large. Will be appointed by President Jukoski if no volunteers.
* At A. Marvin’s department meeting-faculty concerned with returning to campus. Should it be suggested to President Jukoski to survey the community and ask how they feel?
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| 1. Announcements
 | * Next meeting May 12, 2021 at 12:25pm.
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**MEETING ADJOURNED AT 1:15 p.m. (Motion by R. Bennett, second by K.Molkenthin)**

**Respectfully submitted,**

**Melissa Neill**