**Date: March 9, 2022 12:27 pm – 1:06 p.m.**

**Present: Andrew Marvin, Melissa Neill, Kelly Molkenthin, Craig Guild, Wayne Boyko, Jr, Rhonda Spaziani, Soumyashree Sahoo, Cindy Arpin, Phyllis Brown, Erin Sullivan, Matt Burbine, Vandana Basu, Maria Krug, Ronda Charette, Hyrum Merkley, Meghan La Casse, Kathleen Gray**

**Absent: James O’Shea, Leanne LaRose, Will O’Hare, Amanda Caffary**

| Topic | Discussion | Action |
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| 1. Call to Order and Approval of Minutes | The meeting was called to order at 12:27pm. W. Boyko, Jr. made a motion to approve the minutes, second by K. Molkenthin. The minutes from 2/9/22 were approved unanimously. |  |
| 1. Congress Officers Reports | * Updates from Cabinet on February 22, 2022- A. Marvin * Updates from President Jukoski (A. Marvin)  1. All college meeting Friday 3/11 with President Jukoski. 2. Presidents have not met recently. 3. Commencement May 25, 2022 on campus. 4. Substantive change report was approved.  * Updates from Dean Barfield (A. Marvin)  1. Theresa Eisenbach met with deans to discuss how a new hire search works. Search committees can no longer see transcripts to avoid age discrimination, but they can see resumes. 2. Looking at activity in the last week before classes start and last-minute class cancellations and cohorts. Minimum of 10 students to run a class. 3. How to move students from current programs to one college program is being looked at. 4. Additional sections of BPOP are available. Full time faculty hired prior to 2017 must take this course. CFT is hosting a badging practice on 3/23/22. 5. Dean Goetchius is handling non-medical covid exemptions.  * Updates from Dean Goetchius (A. Marvin)  1. Covid masking will continue through the end of the spring semester. 2. July 2022-June 2023 academic calendar. 3. Assistant director of finance position closed. There were seven applicants, and none met the minimum requirements.  * Per A. Marvin there are no finance updates. * Updates from Skye Cohen, IT (A. Marvin)   A. Skye encourages everyone to use the IT services portal.  B. 6 new “fancy” monitors have arrived, and 110 new monitors are en route.  C. B125 and B127 up-grades are delayed until mid-July.  D. 62 classrooms are to receive hi flex up-grades.  E. Wifi upgrade-waiting on equipment.  F. Chrome book carts-Math and English. Math cart is being replaced with 2  carts.   1. Multifactor authentication will be turned on soon for all employees. 2. Working on cleaning up inactive accounts. Improvement to remote support in progress.  * Updates from Betty Baillargeon (A. Marvin)  1. Golf tournament is May 23, 2022. 2. Summer scholarship application will be sent out.  * Updates from A. Shelton (A. Marvin)  1. Physical mailings sent out. 2. Diversity 365 website available. 3. Workforce program info going out and services offered at TRCC.  * No updates from C. Arpin or M. Neill |  |
| 1. Committee/Student Government Reports | * Student Government Association (SGA)- H. Merkley.  1. Hyrum was introduced as the new SGA representative. 2. Event to increase club and student life attendance were successful. 3. Student advisory council is looking at the substantive change report. 4. Looking at active clubs and looking at guidelines. |  |
| 1. Unfinished Business | * N/A |  |
| 1. New Business | 1. Fall 2022, elections will happen at end of semester for Congress. Vacancies to be identified. 2 or 3 people are needed to run the elections. New governance charter effective fall 2022. College Congress will become the College Senate. The number of representatives will change. 2. W. Boyko, Jr. was asked to bring to the meeting-“why continued masking was not a school wide vote. C. Arpin stated it was discussed in a department meeting. A. Marvin will bring to Cabinet. |  |
| 1. Announcements | * Next meeting April 13, 2022, at 12:25pm, virtually in teams. * R. Spaziani-asked that students be encouraged to take the Healthy Minds survey. Check “other” email. It is from the University of Michigan. |  |

**MEETING ADJOURNED AT 1:69pm. Motion to adjourn made by M. Burbine and second by M. Krug.**

**Respectfully submitted,**

**Melissa Neill**