

Approved

President's Cabinet Meeting Minutes

Date: Tuesday, February 1, 2022 – 2:00 PM TEAMS
Present: Betty Baillargeon, Kem Barfield, Tom Bayley, Shaylah Carbone, Skye Cohen, Lorenzo Enderle, Steve Goetchius, President Jukoski, Andrew Marvin, Jasmine Rosado, Alexa Shelton
Absent with Cause: April Hodson, Gayle O'Neill

Topic	Discussion	Action
1. Approval of Minutes:		Deferred
2. President's Remarks	<p>President Jukoski introduced the new Associate Dean of Campus Operations, Tom Bayley who recently joined Three Rivers in December. Tom's office is located in the Administrative Offices Suite. We welcome Tom to the TRCC Team.</p> <p>President Jukoski also introduced Jasmine Rosado. Jasmine is the newly hired HR Generalist for both TRCC and QVCC and will be on campus a few days each week. Shaylah Carbone has accepted a new position as Regional HR Manger, Capital-East but will also keep an office here at TRCC. Both Shaylah and Jasmine will be located in the HR Suite.</p>	
3. All-College	President Jukoski confirmed plans for the upcoming All-College meeting scheduled on Friday, February 11. Presentations will be provided by the Guided Pathways Campus Lead, Leticia Orozco, Enrollment Management by Kevin Kelly, and Gayle O'Neill to provide an update for us on financial matters.	
4. Department Updates	<p><u>Administrative Services: Dean Goetchius provided updates on:</u></p> <ol style="list-style-type: none"> 1. Covid – the semester started off well. While we did see some positive cases reported by students, the number of cases was not overwhelming or unexpected. Testing is still in place. There is a meeting for all COVID Coordinators later today. Stricter testing enforcement on 	

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	<p>campuses will be an agenda item. An update will be given next week regarding holds on accounts and other measures we will implement to encourage testing going forward.</p> <p>2. Meetings are in progress regarding A-Wing renovations to accommodate guided pathways advisors; possible relocation of WCE and Food Pantry are being considered.</p> <p><u>Academic and Student Affairs: Dean Barfield provided updates on the following:</u></p> <ol style="list-style-type: none"> 1. The semester is well underway with classes on campus and online. 2. Enrollment is down and we are at midpoint with other colleges. Our FTE is respectable. 3. We are reviewing 12-week sessions and may not run APL. 4. We continue with faculty searches. <p><u>College Congress: Andrew Marvin advised:</u></p> <ol style="list-style-type: none"> 1. College Congress will meet for the 1st time this semester on February 9th and will continue to meet virtually on the 2nd Wednesday monthly. 2. A search is on to replace our faculty-at-large due to the retirement of Dov Kugelmass 3. Preparing for College Congress elections in May for new officers and other vacancies 4. Looking forward to a smooth transition to the new Governance Charter that will begin in Fall 2022. <p><u>Finance: Gayle O'Neill reported:</u></p> <ol style="list-style-type: none"> 1. No report at this time. <p><u>HR: Jasmine Rosado provided updates as follows:</u></p> <ol style="list-style-type: none"> 1. Jasmine will have office hours at TRCC on Thursdays 2. There have been some HR structural changes with the Andy Kripp's position change and HR will now report into Ben Barnes <p><u>Information Technology: Skye Cohen reported:</u></p> <ol style="list-style-type: none"> 1. With the start of the new semester, a reminder will go out to all TRCC to strongly encourage use of the IT service portal. 2. We continue to use HEERF money for the deployment of laptops, new displays / 110 monitors, etc. 3. Discussed IT equipment needs for GPAs vs use for TRCC faculty and staff. More to come on funding and budgets for this expense. 	
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	<p>4. Discussed the upgrade plan for B125 and B127 to May 17-27th which should have no impact as classes end on May 16th.</p> <p>5. Discussed the 59 additional interior wireless access points project, including 3 exterior wireless access points</p> <p>6. Still in progress is the single domain identification management project which has a massive number of details and we are looking to possibly a 2-year project.</p> <p><u>Institutional Advancement: Betty Baillargeon reported:</u></p> <p>1. We are in the final phase of awarding spring 2022 scholarships. Approximately 200 students applied for funding, and we have awarded 99 students with scholarships.</p> <p>2. In the future, they will review diversity components of awards.</p> <p>3. IA will begin management of the summer scholarship program that was previously managed by Student Programs.</p> <p>4. Preparations are underway for the 2022 Annual Golf Tournament scheduled on May 23.</p> <p>5. <u>Student Government Association:</u> Lorenzo Enderle reported:</p> <p>1. This week will be the first SGA meeting. We are working on mid-term elections and filling a few open positions.</p> <p>2. We are working on developing a student leader training program.</p> <p>3. We are also preparing for our student advisory committee meeting.</p> <p><u>Marketing: Alexa Shelton provided an update on:</u></p> <p>1. My office is very busy with promoting classes, which is web-driven, and Diversity 365, the art gallery exhibition and webpage.</p> <p>2. We are working on a workforce postcard (sending to area businesses to encourage them to send their employees to TRCC for classes).</p> <p>3. We continue to work on website cleanup</p> <p>4. We are preparing for upcoming advertising campaigns for Admissions.</p>	
5. New Business	No new business.	



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MEETING ADJOURNED AT: 3:00pm – Submitted by April Hodson