

Cabinet Meeting 12/31/2018

Attending: Tim, Barry, Beth, Bill, Edward, Dottie, Sue, Mike, Leah

President Crowley—Administrative day on the 7th, 9:00 employee meeting. Be prepared to talk about

- (Barry) Room 105, gym, bond info for IT. Presentation format rather than list from each.
- Admissions spring enrollment, applications for fall and any other activities in Student Affairs (Bill).
- Tim will do System Strategic plan.
- Edward and Leah will do Quality Center projects presentation: CDL and LPN.
- Mike will do budget info.
- Dottie will mention employee appeal and videos on our website and FaceBook.

Mike—Beth and Mike will travel next Wednesday 1/9 for OSHA training (how to report) for one-day training.

- Working on food service RFP probably have subcommittee to help with this process.
- Foundation RFP for investment services is done.

Barry—Generator will be ordered soon. Needs to do letter for DEP regarding air emissions waiver.

- Crosswalk project will be complete this week.
- Mailman Building exterior lighting —we got bids and they are being sent to engineer for review.
- Room 208-Getting ready for upgrade and technology. All the bids have to be reviewed.
- Rm.105—change order slowed progress. Are adding CPU holders so that there is more desktop space. Should be here by Thursday, but if not, the room will be prepared for classes and finish later. Monies came through the innovation fund. Room 105 old tables are going to room 107.
- Office 365 licenses for e-mail have been renewed.
- Access control for gym—we are working on RFP.
- Honeywell dorm work-Should be finishing this week.

Beth will discuss personnel issues later.

Bill—Lots of academic appeals.

- 6443 credit hours registered for this semester but it should build a bit. Lost about 34—about the same number as probations.
- Good size Dean's List.
- New student orientation on the 8th. 70 new students accepted for spring semester compared to 77 last year. Because of a number of students coming in from Houlton, a trip is planned for in-person orientation.

Ed—Working on LPN. Call with Dan Wednesday morning at 8:00 to discuss status.

- Porvair application follow up for \$50,000. Small amount of equipment is included.

Leah--CDL interviews this week for the March class. Facebook has increased interest in CDL. Six seats are full for January, which will start this Wednesday.

- Equipment is being ordered. One truck and two trailers that will be used for CDL and Diesel Hydraulics Tech. Will be getting rid of two Sterling trucks that have been expensive to repair.
- AHEC contracts are on UNE's desk.

Dottie—Checking FaceBook for how to promote programs.

- Will be meeting with department chairs to find out what is going on in each area so more videos can be done and posted.
- Employee appeal went out last week. Annual Report is at the printers.
- Working with Ruth regarding job fair.

Tim—is working on St. John Valley site selection committee for consolidated high school project.

NMGI—Working on bylaws. Tim and Sue will work on this before we have our next meeting. We have a Puerto Rican family now living in Hartford, CT that may move here and be on campus.

Went to Aroostook Partnership meeting last week but nothing new. Is requesting meeting with Executive Director—will ask for changes in structure. We will evaluate and we may not stay involved.

Further communication with University of Maine at Presque Isle will wait. We have offered space on campus if they want to use it a couple of days a week to talk to our students about pursuing a bachelor's degree at UMPI.