

Cabinet Meeting 3/18/2019

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

President Crowley—Paul Lajoie is back to work...welcome him back!

- We will recognize the All-Maine Academic team here on campus. Student of the Year will be recognized by the System.
- Graduation—Will check in with UMPI again to change their time and will figure out what to do public-relations wise if they don't. Currently we are scheduled for 10 a.m. and UMPI for 10:30 on the same day.
- May 8th will be the end-of-the-year get together for employees at the Shrine Hall.

Beth—Contract changes to make now that Paul L. is back full-time.

Barry—Beth has ad for facility manager and it will be posted.

- Scheduled power outage from Emera (due to their transformer failure) needs get on calendar. Currently we are getting power free.

President Crowley wants to have a recognition for Fred and others who are finishing this year. A gift for Fred has been purchased.

Dottie—Meeting with Alumni group this evening.

- Johna and Dottie are working on a grant through the John Gorman Foundation for gas for class card.
- Foundation Exec. Committee meeting Thursday morning and Job Fair the same day.
- Dottie and Griffin will begin spending Wednesday afternoons working on the website. Making sure all information is accurate and up-to-date.
- Monday will be an ATD meeting with Joanne and Trudy (phone conference call).
- The Bring College to ME grant application and Strategic Planning documents were sent in Friday. Dottie will send the Cabinet the updated version of the Strategic Planning docs.

Bill—Headcount is up this spring compared to last spring, mostly non-matriculated H.S. students (50 more in this category). This includes LPN piece. There was a decrease in credit hours.

- Half of the freshman nursing class is not passing, likely due to all the changes in that department this year. Nursing faculty and department chair asked Bill to meet with the students tomorrow. Students seem stressed. Bill will see if there's anything we can do institutionally to support the students.

Edward—Submitted an innovation grant proposal for Precision Machining Technology robotic arm. Should have an answer by the end of the month.

- National Science Foundation grant for Water Treatment Program (to expand to Bangor High School); we should be getting response soon.
- Equipment is being ordered for LPN program. We will have 15 or 16 students in this program.
- Rockwell Allen Bradley/PLC training partnership. This will be Quality Center partially funded. Hopefully will start around the first of May. This is to head toward potential changes in the electronics program, millwrighting, etc.
- Ed will send a report to cabinet to keep us up to date.
- 12 people in CDL, only 3 are quality center students.
- Might have another innovation grant in the works—Ed will keep us informed.

Mike—Budgets are underway and should be back to Mike by April 15. We are waiting on information/assumptions from the System so that Beth can begin work on payroll budget.

- Dining Services RFP subcommittee will get together to list questions for vendor.
- Investment managers RFP will be discussed Thursday with subcommittee of Foundation Finance committee.
- Pay particular attention to OPEGA part of budget. **Also if you're not going to use all travel money by the end of year, let Mike know.**
- **Barry**—Regarding budget: **please let him know about summer projects for the beginning of next year (July 1). Needs this info by March 29th.**

Tim—Summer schedule is online and the **fall schedule can go on line as soon as Tim discusses with department chairs.**

- Employee meeting will be scheduled for Friday. Talking about construction projects; personnel changes, academic dean search (6-7 people). Cabinet and department chairs will be the committee to fill this opening. Faculty and staff will be involved in process but not on interviews.
- Accrediting Team for Berkshire Community College—Sue will help with communication to that campus and committee.
- Asked Dottie for help with program review schedule for spring and fall.
- City of Bangor called asking how they can help our Water Treatment program; they need people to work in Water Treatment. They would like to meet with President Crowley on Wednesday.
- We had an interview last week with applicant for the faculty position in Water Treatment. We have a couple more applicants and we would like to finalize this choice before the end of the semester.
- President Daigler did great job speaking at the legislature.

Beth—Amy Homans informed us we have been selected to participate in driver-training risk-management program to save money. April 15 is deadline for all drivers of college vehicles to take on-line course.

President Crowley won't be on campus during the first week in April.

Barry needs list of items for the gym floor from President Crowley.