

Cabinet Meeting 8/5/2019

Attending: Tim, Mike, Dottie, Bill, Edward, Leah, and Sue

Tim showed slides regarding the visit from Senator Collins to the Mechanized Logging program in Stratton. Great visit; she was very engaged with students; lots of photographs and video. We should use some on our website and/or Facebook. She made a nice connection with a student from Caribou. Our faculty did a great job.

- On August 1, Tim spoke to Maine Better Transportation Association, two legislators were in attendance: Chris Johansen and John Deveau. Johansen asked about the logging program and if something similar could be designed for the construction industry. Very positive.
- Had discussion regarding Bureau of General Services—the state organization that has handled all our contracts and facilities, facility maintenance upgrades for last several years. We had a \$100K limit to move projects forward before they had to be signed off by System. The agreement the System had with them has expired. We are at a standstill and have addressed this with System. We need to pay contractors that have already done work.
- Tim has reached out to Michael Dunlop...please let Tim know if you've heard from him.

Mike—So far, so good on Foundation audit.

- Doing vehicle insurances and needs to catch up with Leah.
- Aimee needs to move before the golf tournament due to work piling up. She will move into library. Ashley moves into Student Services.

Bill—Gearing up for orientation. We're in good shape.

- Made the appointment for Director of Financial Aid. Will be posting internally for Assistant Director of Financial Aid.
- Please touch base with Jon regarding high school courses taught.

Dottie—Update on Golf Tournament. Teams have been organized and tee time is 11:00. There are 75 confirmed players and Dottie says since 2014 player numbers have dropped (high year was 2017 with 93 players). Items for the auction include 4 tickets to a Bruins game, Red Sox tickets and an autographed Pastrnak jersey.

- Xerox renewal application was approved at the national level and Dottie needs to finish it up, send it to the state and pay the fee.
- Tim would like to talk about Facebook with Dottie and look at Active Shooter procedures.

Edward—Was in Madawaska for a meeting with Twin Rivers Paper. They provided significant information to help us fill out the development plan, schedule, and budget revisions we need. Edward will have the draft development plan wrapped by early next week. Then, we can focus on the MOA draft for Year 1 of this likely multiple-year project.

Tim reminds us that President Daigler will be on campus on the 19th.

Edward is prepping for an LPN discussion in the next week or two for the next cohort. Mike asked where the payment is from the employers. Edward said he would bring this up during the next meeting and says he has already encouraged them to submit.

Tim--There was some preliminary discussion about TN. Would need evaluation of LPN first and will weigh costs, etc.

Paperwork for Rockwell—Account is set up, the P.O. have been sent to vendor and Ed is sending invoices today.

Leah—CDL class is starting today with 5 students in it; one more has inquired about getting in. October night class enrollment is shaping up well.

- Logging class is going well with the original 15 students.
- Sitel will begin the 85 layoffs August 31 and wrapping up October 31st. Company still can't answer the exact phase of layoffs. Three colleges and Caribou Adult Ed will visit the company on August 14—one session at 1:30 and another at 2:30. Career Center will go in tomorrow and Thursday to do an assessment on those impacted and results will be shared so we can know what kind of training is needed. Those to be laid off will be able to get unemployment benefits for longer than first thought. Since most workers won't be laid off until 10/31, they might be more interested in NM in January.
- Charlie Collins will be visiting on August 27 with System office people for data collection. Ours numbers don't match those of the other campuses. Tim would like to be part of that meeting.

Tim—Administrative Days draft was handed out. The employee meeting is scheduled for the 21st at 8:30. Faculty meeting has not been determined—waiting for Michael.

- Had a conversation with Ron and Janet Sorter about moving forward with next phase of Jenzabar. JR and Robert will be very helpful and goal is to be up and running by December. York County will be operational in the fall.
- The joint meeting between NM, UMPI and UMFK is being coordinated by Scott Voisine is somewhat problematic; we will also work with the READY team. Leah says most workers are waiting to determine their benefits before making a decision regarding spending money on education.
- Dottie is working with Admissions on re-doing communications; helped with orientation; she needs to think about the goal part.

- Coaches are coming the week of November 11th but that Monday is a holiday.
- Ashley will be moving to counselling office (Aimee's old office). Aimee would go to the library. Angela goes to Ashley's old office. Angela's space would be waiting area for testing. **Tim will drop a note to Gail Roy about these changes.**
- Tim—Regarding the hall project with photographs that Carol is doing: she's taking this on well, and Mike says she would prefer to get this done before students return and it's busy at the window. Dottie says we have roughly half the photos done and Tim says let's get them in place now even if the others aren't ready.

2019

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