

Cabinet Meeting 10/28/2019

Attending: Tim, Barry, Mike D., Leah, Dottie, Mike W., Beth, Ed, Bill and Sue

Mike D.—Distributed academic calendars for 2021 and 2022. Department chairs want option 2 for both calendars. Would need a vote from faculty management. Will make sure to include Betsy in discussions. Will come back to this at the next meeting.

- November 4 begins sign up for the spring semester registration.

Tim—President Daigler will be on campus tomorrow morning. Will meet with students, then cabinet and tour or chat. Lunch third floor for new employees and Daigler. He will be on his way by 1:30.

Barry—Gym floor is removed and pouring in sections begins today. Should be complete by Wednesday night. Installation of new gym floor after that. Done by the end of November. Festival of Trees set up is scheduled for the second.

- Reed Commons design development is done and we should have estimate by the end of the week. Then will go to donor. Hope to go out to bid by November 7. Reed will be available through end this semester. Presque Isle Country Club might be an alternative dining site and would be available December 1 through mid-May. Rob O. will tour the building.

Tim presented the Design Thinking book—more empathetic approach to serve our customers. Encourages everyone to look at the book. Book can be downloaded.

Holistic student support redesign institute held last Thursday and Friday. Johnna and Ashley will do follow-up work with students. Walked through the process from the users' perspective. Student advising, orientation, etc. Bill says professional development is a big focus. Mike D. believes ATD is just an internal audit. This is a way to gather data at the System level and make the campuses uniform in reporting.

Dottie—Foundation Annual meeting is on November 7. Need to confirm the menu with Rob.

- Investing in Innovation committee met last week and have awarded Paul LaJoie money for interactive classroom. They are also recommending he look at Go-Pro cameras for recording in the lab. One award only. Everyone involved has been informed.

Tim--Vacant positions in security, admissions counselor and On-Course for College positions have been posted. Also administrative specialist for trade and nursing position is being worked out by Angela and Pam.

Mike D.—Nursing Accreditation visit went well. Likely will be accredited for another 8 (correction) years. Areas for development—documenting policies better. We need to clean up

the website a bit. No apparent urgent concerns. Tim says we need to integrate the nursing faculty with the rest of the campus especially through committees, and how engaged they are.

- Mike D. will have Open House debrief at the department chairs meeting. Faculty need to be available for advising during registration period.
- JR will be doing training on D2L for all the departments getting ready for January 1 implementation.

Ed—Twin Rivers is kicking off with training and it's been hard to get it going. Over 2000 hours of training, 461 people. Electrical code will get underway in November.

- PN new cohort is underway, seven from Houlton and a couple of others; recruitment is going well.

Sue—Twin Rivers HR person Judy Ayotte has agreed to serve on General Advisory Council. Also checking with Terry Theriault of T & T Trucking.

- Vacation from noon of Monday, November 4 through the 15.

Mike—Deans of Finance meeting tomorrow at KV.

- First budget reports are out. Look at budget figures carefully.
- RFP for sheet metal lab. A few tours of the space have been given. Barry would like to discuss items Welding wants to keep.
- Pam wants a piece of equipment for Precision Machining \$25,000, has been on loan up to now. Fund 7? Alternatively, Pam says she could scrape it up from other programs. May not be able to run the program without this piece of equipment since Dean has built it into the program.

Barry—Safety committee discussed report from MEMIC...slips and falls will be focus. Will use salt near the outside entrances. A particular parking lot will be designated for use before 7 a.m. which will be cleaned early. Ice grabber shoes will be offered to custodial. A training will take place November 20—please check your calendars. Would like some of this info on the monitors.

- November 15 outage of internet from 3-5 p.m.

Hyperconverged data center RFP is out. Migration could be done live in spring or maybe done in summer.

Beth—Recognition luncheon, November 25—supervisors need to look at program to make sure they will be here and ready to present to award winners.

