

Cabinet Meeting 11/25/2019

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

Tim—Employee recognition luncheon at 11:45.

Bill--Spring registration--356 students have registered. 195 not registered that we expect to register. Trying to approach students one by one. Some have significant financial holds. Most should be able to pay with next semester loans and scholarships. Multiple e-mails and text messages as well as classroom visits have taken place. Names are being broken down by major and sent to faculty. Faculty will be reminded at lunch time to urge students.

More success from potential students from downstate and western Maine who came to visit this year to tour the campus than in previous years.

Tim—Strong support for Mechanized Logging operation—next session will take place near Millinocket. Application should go to System by December 16. We will ask to include marketing money.

Tim would like President Daigler's recorded presentation from the NM meeting to be included on our website. Monday, December 2 luncheon meeting for employees with President Daigler in Edmunds. Set up for about 100 people—a few extra invites will go out.

Beth--On Course for College position is ready for recommendation.

- Interviews are being lined up for the Admissions counselor vacancy. Interviews have started for an Administrative Specialist.

Tim—Gym should be completed on Saturday. We will have an opening event for that space. All the new technology in the room will not be available for Festival of Trees.

- Work on the Commons will go out to bid in 2-3 weeks. We will begin to use the Country Club kitchen by the end of January and it will be used for 6 months.
- Discussions for design services for second-floor bond project will begin next week.
- Mrs. Smith is happy about the gym and locker rooms and will visit in 6-7 weeks.
- Mrs. Smith has set money aside for Commons project.
- We will close campus at noon Wednesday for Thanksgiving.
- We will offer whatever classes are currently on the schedule for Houlton including the art class. Tim will meet with President Rice tomorrow. We have about 130 students in Houlton.

Ed—Practical Nursing has 25-26 students accepted and we are considering about 16 more applicants. New cohort begins March 5 and will finish before Thanksgiving of 2020. Would like to discuss the possibility for a remote cohort in Central Maine area. Saturday, December 14 at 1:00 is pinning ceremony in Houlton for current group.

- Twin Rivers is working through some of the schedules. Started and will be done by end of June 2020 or maybe into the fall. 461 headcount.
- Helen Pelletier has been in touch to track non-credit training. Meeting scheduled for second week in December in Bangor.
- LifeFlight ground transport training grant draft will be sent in soon; program should begin in January.

Dottie—She has invoices for Paul LaJoie for Investing in Innovation grant for interactive classroom equipment.

- Working on annual appeal and Festival of Trees.

- Donations were deposited from Annual Appeal. Most was for Area of Greatest Need.

Tim—The Eagle Award was given to the Sunshine Scholarship fund but nothing done in public at donor's ongoing anonymous request. Would be a nice idea put something together for the benefactor like a video recording of some of the funding recipients.

Michael—System will go out to bid for bookstore services. We have been happy with Follet. RFP will be ready by July 1.

- Bookstore transfers to students for spring semester will be on Monday, December 9. Funding will be available for use on Tuesday 12/10. Mike will send a note to students.

Beth—Working retro pay for next week--faculty, administrators and support staff.

Bill—Questioned the upgrade of bandwidth. J-1 seems slow along with portal.

Jarrod and Chris did a great job to help President Daigler during the AP meeting.

Tim—Water treatment talked with Joe Cassidy at SM and on December 14, they and Patrick Wiley will meet at SM to set up plans to share program. SM has a good space on campus we will pay faculty for first year then will share cost in the next year with SM to pick up costs in the 3rd year. This will be an NMCC program. We will re-post the faculty position.