

## Cabinet Meeting 12/2/2019

Attending: Tim, Dottie, Mike W., Beth, Edward, Barry, Michael D., Leah and Sue

Tim—General Advisory Council tomorrow morning and we'll check on weather this afternoon. We'll talk about Quality Centers (Mechanized logging, Practical nursing, Critical Care Transport, and Twin Rivers) Ed and Leah, Reed Commons, Houlton Higher Ed Center, Water Treatment and the gym. Tour will be offered of gym.

Barry—Gym floor and doors were checked with contractor and all set. Rest of punch list will take place next week to close out.

- Data Center—Martin Gang sent documents regarding contracts for purchase of equipment.
- Documents have been forwarded regarding fiscal audit requirements that we have to do. Will be discussed at President's Council. Risk Assessment should be complete by January.
- Diesel Project—December 11<sup>th</sup> air quality work (re-balance) will take place. Lighting will be done after classes end.
- Reed Commons finalized budget and construction docs are due to us on 4<sup>th</sup>. Then will be reviewed and out to bid next week.
- Discussion with maintenance to move Commons kitchen equipment to Edmunds.
- D2L—we need a meeting of all those involved—when will students be notified, etc.?

Dottie—News release for PN graduation December 14, 1:00 Houlton High School.

- Robotic arm through Davis Family foundation grant is on campus.
- Festival of Trees reception on Thursday.

Sue—General Advisory Council—new members are Judy Dionne, Twin Rivers and Terry Theriault, TNT (Logging and transportation) both from the St. John Valley.

- Rayle Reed Ainsworth—Niece of Governor Reed is offering large portrait of Governor Reed for the Commons. 3 feet X 4 feet—Maybe architects can work that into their design.

Edward—Finishing PN cohort 1. 26 candidates for cohort 2. Plan is to have 32 for the next group.

- Twin Rivers is proceeding and working on scheduling. Some expenses for training have been incurred.
- Critical Care Transport beginning January 15. We got a call from employee of Cary Medical expressing interest; grant proposal should go out this week. TAMC, Cary, LifeFlight of Maine and NM are working together on Quality Center Project for this initiative. Tim would like to recognize all the officials involved when this rolls out.

Michael—Curriculum committee meeting tomorrow and will discuss some adjustments to Career Studies Program. Perhaps updated tracks (Health Care, pre-tech, etc.)

- Zoom meeting with Janet Sorter, Academic Deans re: micro credentialing, stacking could lead to certificate. Can continue to build. Waiting for materials to be sent to him.
- Houlton Higher Ed agreement must be updated and need to work with UMPI so that we are not competing with each other.
- St. Joseph's College—Articulating a 3+1 agreement which will hopefully be complete by the end of the semester. Students can get Associates in nursing then continue taking courses here and transfer to St. Joseph's for one year to get bachelor's degree.
- Working on agreement with Maine Maritime Academy working on 2+2 agreement. Not sure what we have in place currently.

- D2L—Migration has been successful. JR is point person. Tammy Nelson will message students about this change. Training sessions will be open to faculty.
- Retention rate of students seeking help in Academic Success Center is up and technology in the Center is working well.

Leah—Prepping for CDL state audit from Secretary of State's office. May have to reschedule due to storm.

- Quality Center application for Mechanized Logging Operation will be filed by December 11. This program will take place in in Enfield/Milo; same land management company.
- This is an electrical code update year. Brian McDougall will be instructor and will run the program in January and maybe again in April-May. Might have to look for another location off site to accommodate crowd. May be recorded for online offering.

Mike—Students will be fed in Edmunds. Mike has list of kitchen equipment items from Rob of what to keep. Tim says before we disconnect anything we need to be sure of bids being in line.

- OPEGA report needs to be into System by next week.
- Anatomage table funding—will he need to send invoice?

Beth—Retros are almost done. Two group contracts are not finalized yet.