

Cabinet Meeting 12/9/2019

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

Tim—Presidents' Council agenda-- by ZOOM conference—items: negotiations with MSEA and York County Presidential search. Looking for an update on spring enrollment but still too early to know. Also, October variance reports and bookstore RFP will be going out soon. Program discussions—KV wants Precision Machining and SM wants Composite Science and Manufacturing. There will be an enrollment summit and a teaching conference in April and May...still tentative. Dirigo Conference at EM June 3-4. Opportunity for money available in Innovation fund.

Barry--Construction documents for Reed Commons are in hand. President Crowley says take whatever time is needed.

- System cyber security policy and plan—NM policy and draft are done and plan is underway.
- Data Center RFP will go out this week and we will look at pricing by end of the month.
- System has purchased a service to test for phishing. It checks for efficiency of training. We will give heads up to employees before we roll out campaign on campus.

Dottie—Have we determined time to visit with Sunshine Benefactor? Not yet. Video of students saying thank you is being produced. Should be done on Wednesday 12/11.

- ATD Conference is in February—pre-registration (for a discount) is this Friday. We have 4 free registrations.
- Spring Course catalog for next spring's registration will be in next week's newspaper.
- Started reviewing the college catalog for edits. Department chairs are now starting their revisions.
- Demonstration of robotic arm this afternoon in Precision Machining.

President Crowley –wants to send information/letter on critical care transport to legislators (noticed article in Maine Sunday Telegram). We met with legislators, hospital administrators, etc. and our Quality Center project will address those needs. We will ask additional support from legislators and private donor. LifeFlight wants ongoing relationship with NMCC for training.

Bill—Working on registration. 429 of 800 students have been registered. About 200 of those are Early College students who will not be back in. Will be about 160—200 short.

- Grades are due next Monday afternoon.
- Will meet with JR regarding D2L and issues with attendance tracking.
- Admissions position—Waiting for two candidates to interview by early next week.

Tim—Sara Stackhouse has accepted On Course for College position.

- We will help an employee with temporary housing who lost his home to fire. Washington Hall #17 and meals.

Ed—PN pinning on Saturday. Next cohort has 27 candidates chosen out of total 32 spots.

- Will talk to Dan about possible CCP grant application grant.
- Potential for some summer Machining training. Plans to go to Smith & Wesson.

Tim visited student nurses in Houlton...great experience; they were very excited. Great investment. Faculty person is doing really well and facility is wonderful. EM has requested curriculum information but we will wait to evaluate the effectiveness of the program before sharing. Accreditation of this program will only happen in March.

Michael D.—Working with Betsy to get grades in.

- Student opinion surveys—there is a glitch in system that Robert is working on. Will be used to help develop faculty.
- Determining dates for academic dismissals. Tends to be lenient to those who show initiative then possible follow up with conditions.
- Admin. Day: Faculty training will include D2L.
- Perkins professional development money needs to be fairly distributed.
- Personal outreach has been made to department chairs for enrollment.
- Plans to work with Gilles to train with our technology for Water Treatment.

Leah—Quality Center items: received concept approval letter for CDL. Quality Center will send MOA, before money can be spent. RFP will be written for painting of truck; project also includes purchase of truck and trailer. 12 CDL seats must be filled in 6 months.

- Mechanized logging—Sent application to Dana Duran who is assembling report from PLC. Expects signature today. Draft budget will likely be sent by the end of the week.
- The System is considering Medical Assisting with Quality Centers money. EM is working on a project with Northern Light Health and Maine General. The System is requesting we use the same model. It would challenge our Medical Assisting Associate degree program. KV is doing this now, but they don't have a two-year program. There is reluctance to do this here.
- AHEC budget proposal is due on Friday 12/13.
- CDL audit is successfully complete.
- ZOOM meeting on Thursday for Northeast Workforce Investment Board.

Mike--OPEGA report is due in to System office today. We will have 8-10 items to report, but it should be fine.

- Closing the month of November this week. Variance report will go out on Friday.
- We had one Freedom of Information act request from a bidder (re: printing vendor RFP).

Next Monday is Christmas Employee luncheon.