

## Cabinet Meeting 1/6/2020

Attending: Tim, Dottie, Mike W., Beth, Edward, Barry, Bill, Michael Dunlop, (by phone), Leah and Sue

Tim—MSN called NMCC #1 Community College (reportedly)—Dottie will check it out. Fiddlehead Focus gave us some publicity “Top business story of the year.”

- Orientation is underway today.
- President’s Council meeting—Tim will talk about PN program—Tim would like this to be done as a System wide program as opposed to campus-by-campus. We still need state board approval and accreditation for the program.

Barry--Pre-bid conference was Friday (six General Contractors attended) for Reed project. Many subcontractors also attended. Bids will come in on 23<sup>rd</sup>. We need to mark all equipment that will be thrown away and what we want to keep. Barry will meet with Rob regarding kitchen and serving area. Some of the tables and chairs will go to Edmunds-- Angela should be a part of this conversation.

- Data Center project bids have been reviewed; still a couple of technical questions. Next step is to approve and send to System for purchase order this week.
- Diesel project lighting work begins today, wiring tomorrow.
- Rm 215, Automotive lab, sound system in library projects are all complete.
- Personal Identification Information restrictions—please go over protocol document with staff.

Michael D.—Water Treatment Technology collaboration—Patrick Wiley’s first official day is today and he’s starting to set up lab this week.

- Academic Affairs Council meeting last Friday—Teaching and learning Conference scheduled for April 10. No agenda yet.
- Achieving the Dream conference in February—we are sending Dottie, Tim, Shelli and Johna.
- Holistic Student Support Institute-discussion and next steps. Will be in the fall.
- EM is piloting an Adult Reconnect program—good for us to watch.
- Student Opinion Survey—will be working with Dave Raymond first to begin revising the instrument.

Edward—Critical Care Technology—Finishing logistics this week for class next Tuesday and Wednesday. Part B begins last week of January and second week of February.

- Ongoing contact with Twin Rivers—have done propane training. Managerial training for 96 employees is ongoing. More classes to be scheduled in February. High Pressure Boiling classes at the mill are ongoing through Quality Centers.

Beth—MSEA some staff will get more vacation time.

- Katherine Gordon—new administrative specialist for Nursing and Trade and Tech.
- Abby Theriault—New Admissions counsellor started today.

Bill—550 students ...6202 credit hours. 49 headcount more than last week. We continue to expect a bit more for this semester.

- Completed most of the academic appeals—50% reinstated and the rest have a pathway to return.
- Invited to new orientation lunch; all offices will stay open late to be available to new students.

Leah—MOA for logging is on hold for some small changes Dana wants.

- Irving—we will do much like Twin Rivers: electrical and industrial training. They are also interested in other opportunities through Quality Centers.
- National Electric Code update—at capacity in one session and only 10 seats left in the second session. She would love to find a larger venue on campus.

Michael—1098-T's are due to Tab services by the end of the week and to students by the end of the month. Wendy is looking to close out the books by the end of the week for December. Tuition and fees for spring won't hit the books until January. Improving sign but still about 900 credit hours short. President Crowley wants to lay out a plan for purchasing.

Dottie—The new sound system in library will help with the media briefing (for Critical Care Transport) next Thursday.

- Have received donations in memory of Joanie Sullivan, daughter of Marge Haines. Funds will go to Marge Haines scholarship.
- Please RSVP for Chamber dinner.

Tim—shared System strategic plan and we need to respond regarding what we are doing to support it.

- At next Board meeting, we will present Computer Networking Program for review process.
- Talked with Mrs. Smith and she will send a check after the bids for Reed come in.
- Regarding the community bus project—applying for a federal grant through the Maine Department of Transportation to fund a project to include support for senior citizens. Dottie and Tim wrote application for a vehicle to transport people with mobility issues and have activities in the Wellness Center two days a week. \$140,000 project. This would be part of a larger project by ACAP and others. The money could also be used for lighting and other items for crosswalks.
- Administrative day tomorrow—we'll give enrollment numbers, intro new employees, describe facility changes, marketing, D2L, finance piece.

Barry—BREM paperwork for our construction projects—we need to slow down again. Requested to bring it up at President's Council. Can we do like University and pull out of that process? It's no longer efficient or effective.