

Cabinet ZOOM draft Meeting notes

4/21/2020

Present: Tim, Mike, Barry, Dottie, Nancy, Beth, Bill, Abby, Edward and Sue

Tim--Budgets need to be completed.

- We wanted to offer Calais nursing, but the Hospital is filing chapter 11 so we're going to lose \$40,000. Ten students are still finishing the program and we will work with them.
- Edmunds Conference Center may not be used for foodservice when we return in the fall. May want to look at what we can do with that space.
- We should plan for replacement of windows for Snow Hall as outlined in referendum.

Barry—We have to do roofing repairs...air conditioning for Trena's lab.

- Unsure if the Commons will be completely done in time for fall and so we might need Edmunds again.

Tim—Regarding Edmunds: we need flooring and technology, projector and screen.

Barry—There was an electrical issue during Commons renovation work—All Res. Life will have to be down on Thursday for repairs.

- Barry will give the dimensions of Governor Reed portrait to the architects.
- Network issues—

Bill—Student of the Year—ZOOM meeting to accomplish it. Likely we will do our segment in the One-Button Studio. 12-1:00 tomorrow (4/22). Marcel Chalou is our student chosen. Others can log in and watch it. Link is available. Bill will find out how to get the word out.

- WAGM is coming tomorrow and there are speaking parts recorded in the gym.
- MEMA meeting late last week—does not want our facilities unless everything else is exhausted. Some health care facilities are still considering NM for space.
- There has been a request for child care facility, TAMC would have their own people to operate a daycare here; maybe the gym.
- Health care people say a surge possibility is less likely than first thought.
- There will be a follow-up meeting this week with Aroostook Mental Health. They have four residential facilities and are concerned that if they must isolate a resident, the employees would worry about going home.

Tim—Regarding the CARES Act money; President Daigler wants to have a number of pieces in place before releasing the money (\$320,000) to our campus which we will distribute to students. Process is being developed.

- System has left it to campus financial aid people about what our application should look like. We will take the ball and complete an application form if that is not accomplished by the System this week. We should find out today when the funding will be available.
- Tim will talk with Foundation about forgivable loan (this would be an application from the student to the Foundation). Will request \$300,000 total.

- Tim, Jon and Bill will meet this week about housing in the fall.

Bill—Connectivity issues between students and faculty—it appears students are not following through, not touching base with faculty through this forced shut down.

Beth—Payroll week and we had a holiday.

- Rob is working with faculty union regarding faculty letters; might be able to employ some electronic methods.
- Adjunct contract should be approved this week.
- May 4—29 will be open enrollment for benefits. Beth will be distributing e-mail.
- She put in a request through the System office to see what would it cost for Time-Saver module for payroll. Some other campuses already have this. Maybe COVID funds could be used to pay for this.
- Retirement—honor those during end-of-year BBQ. We should do something for them virtually or some sort of event. Gifts of debit cards. Bob, Nancy and Betsy are retiring.

Dottie—Graduation filming with WAGM will be on Thursday.

- Shari and Trena will do the music from the One-Button Studio.
- The graduation stage is being set up in the gym.
- Dottie's theme will be about the importance of keeping up traditions.
- Dottie thinks we should honor the retirees next fall.
- Working on catalogue—she has info from all departments except EMS. AJ is due to deliver that today. Reviewing the segment regarding the Academic Dean. A few format issues with InDesign—Griffin is working on that.
- Started talking about the Foundation Annual Report.

Edward—No major update.

- Patrick Wiley...Trouble with keys being worked out today. Tim says find out what he needs for laptop(s?) He will likely do video conferencing as well as online information. Once Ed has the specs, a req can be put in. Patrick, Michael and Ed are pulling a budget together that should be done this week.
- LPN piece—They want to begin with ATI. ALH 124 will be ready to go online. Tim wants these students in fall enrollment.

Tim—Academic Dean update—looking at 3 applicants. Those resumes have gone to department heads and cabinet members.