

## President's Cabinet Meeting

August 31, 2020

Participating: Tim, Barry, Mike, Dottie, Bill, Beth, Edward, Leah, Angela, Sue

Tim—Very good start. FTE and headcount look good. Thanks for all the hard work. The second week in October (end of add/drop) will be the final tally.

Beth—Finalized all adjunct faculty contracts. Abby is working on overloads and should be done by the end of the week. On track with contracts for lab assistants.

- No questions/calls about the health app (her phone number was inaccurate on the website, however); that's been corrected.

Leah—Mechanized Logging student sent for COVID test was negative. A few drug tests are still pending—could be down a few students by the end of the week depending on results.

- Contractors are anxious to see these students ASAP. Leah is setting up video visits with employers.
- Tim—Asked about setting up a Class B course for those who want to drive the bus that we've acquired. A list is being developed—anyone else who has a person who could benefit, please get the name to Leah.
- Tim-CDL proposal will be discussed with System tomorrow. We hope to run the program for the entire System and it would be a Quality Center Project.

Barry—Meeting re: Reed Commons—when the project can be closed out. Was supposed to be done on August 30<sup>th</sup>. Will negotiate how much more time is needed.

- Dealing with many students today regarding technology. There were a few access-card issues, but they were resolved. A communication will be sent to students letting them know what hours buildings will be accessible.
- Securitas did well watching the doors.

Dottie—Catalog has been handed out.

- Asked if the new security person in the Wellness Center has received orientation on the health app and how to assist students arriving. Barry said yes. Dottie has told students if they can't prove they have used the app, they will be asked to leave.
- Bill did interview with WAGM and they want to talk with students next week.
- New TV ad focuses on being safe; it's also on website and Facebook.
- Working on Annual Report.
- Does Leah want to have a Mechanized Logging graduation? Leah says yes, it will be a smaller event this year. Should be able to use technology to include people and record it. End date of program is October 9.

Bill—Housing move-in went smoothly and we may utilize the new method of scheduling going forward.

- No problems with students over compliance with the new health app. This is a basic expectation.
- No show rate is about the same as in previous years. Wendy and Bill are following up with labs and class lists. So far, so good.

Angela—Walked around asking if departments had any needs. Nursing had questions about escorting students in.

Edward—Working on PN budget. Will need to get with Tim and Angela regarding PN budget. 9:00 tomorrow.

Mike—Tool vendors are on campus today and tomorrow. Process is going smoothly. Everyone is wearing masks and reminded students to also wear gloves.

- Bookstore and Business office face-to-face traffic volume has been modest; going well.

Sue—Opponent for the legislative seat backed out and Democrats did not field another candidate. She is now uncontested for the general election. Congratulations!

Tim—Worried about on-campus students going to Campus Store for breakfast especially when the weather gets colder. Be listening for student complaints.

- Some challenges with books—Plumbing, Water Treatment, maybe others. Angela, please keep tabs on this and generate a list of how to improve by the end of the week. What can we do better to improve our start-up next year? At next Monday's meeting we will discuss those items.
- We will schedule General Advisory Council.
- Wants to meet with Dottie and Mike to discuss news release regarding the Commons, most recent Smith gift, enrollment, Mechanized Logging graduation, all positive ongoing public announcements.
- Discussions at System level regarding funding for all the campuses.
- Health App issue—Rights to answer questions at NM; Robert and Barry dealt with the problem. Tammy dealt with the student who attempted to get the rights.
- Confusion around who should be informed if there is a student with COVID or outbreak in our community. The System will discuss this on Wednesday. Our campus protocol is clear but solidifying further steps.
- Will employees need to take sick leave if unsure about COVID symptoms. Still looking at those issues.
- Water Treatment lab at SM is now complete. Many thanks.
- Thanks to everyone for their preparation for opening day.
- ATD is still on committee list but Dottie has sent a note that says that committee will no longer exist.