

## President's Cabinet Meeting Agenda

September 11, 2020 2:00 p.m.

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

Tim—Reviewed process for safety and security with Bill. Document from Bill is going to staff and students regarding attention to safety. App use on the phone needs to be pushed—will ask for proof of app use. We check people at the front door to see the results of their app survey.

- Bill—Recommends that faculty take daily attendance and check Live Safe app use and clearance (check the date). If faculty hears concerns regarding COVID issues with students, they need to contact Bill and/or Linda M. Who clears someone who is at risk or app indicates there may be a problem? Linda, Bill, Tim and Beth. The number of people on campus is between 107 and 180 depending on day of the week. This is a tremendous reduction in activity on campus. Tim says ask your staff daily to see their app. Bill gets a report at 5 p.m. of who has logged in for that day and result. Red X means you're not supposed to be on campus; if you're a student, your in-person instructors will be alerted. Tim asked the System why the Community Colleges are not testing like other colleges/universities in Maine. Practical reasons are the effectiveness/validity of the tests, value of tests on asymptomatic people. We really are relying on LiveSafeApp. If you get red X from the app survey, you may need to go to a physician before returning to campus.
- Tim—Earlier this fall, we had to test some students and resident assistants who were asymptomatic for COVID; length of time to get test results is an issue, we can get quicker results in certain cases if necessary.

Barry—Follow up on fire drill: Some people didn't exit building; when told to return, we dropped COVID protocols. Will need to discuss this issue and social distancing. Peter has sent report to Barry and Barry will send to Safety Committee. We do a drill once per semester.

Tim—General Advisory Council Agenda review for the 15<sup>th</sup>. Can participate in person (Edmunds) or by ZOOM. Mike will discuss close of fiscal year for College and Foundation. Give info for a slide to Abby. Facility part—please use photos for Reed, Edmunds, Snow, Andrews Hall and demolition. Send to Abby for slide. Bill, report on NM's enrollment relative to System—please use slide(s). Dottie—share what you intend to focus on for the College and Foundation Annual Report. The Annual Report for Northern Light Health will recognize NM's commitment to the hospital and the community. Workforce development—Quick report re: Twin Rivers, Logging, CDL.

Also at the GAC, Tim will highlight budget, enrollment, facility updates, gifts, Mechanized Logging Program, Water Treatment lab in South Portland will be complete next week. There is much potential for this method of delivering programs.

- BrightSpace implementation—going really well. Nice interview with student on the News saying how easy the transition has been to learning online because we've been doing it for a while. The System is still applying pressure regarding how many programs are online. Tim wants to know how other campuses are delivering Nursing with the help of BrightSpace.

Gene McClusky's funeral is on Monday and a number of folks want to attend.

Tim—Water for students—Long classes and students can't get water. What are we doing in this regard? Can we make bottled water available?

- Bill—Some places allow the bottle-fill fountains in place. These can be re-plumbed so one side works and the other doesn't. Hours of College Store are not very helpful. Mike says Pepsi Company could put water in coolers with ice (in different locations) and students take water on their honor until the College Store opens for regular hours. Mike will check with Pepsi.

Tim—Faculty Management group wants to meet to discuss workload. The System might talk about this at that level. Tim will talk bring it up at the President's Council meeting next week. Tim believes this topic should be determined at the System level.

- Administrative Days—Are they still valuable? Discuss with the Faculty Association. Tim would like this group to visit every area on campus to know what's available.

Dottie—There is a Foundation Executive Committee meeting next Wednesday.

Beth—PPI...reminder should be sent to staff regarding information that should not be sent over email, on desks, etc. Overload and adjunct contracts are done online now.

- Purchase Requisitions online—a work in progress. Let's try to get this done by the end of the semester. Check with other campuses. Barry has a form proposed that could work in the interim before a full purchase requisition system is put in place.

Tim—For the General Advisory Council, meet them at the Edmunds entrance and fill out electronic health survey. Wellness Center computer will be moved for the meeting 7:15 Tuesday morning.

President's Cabinet won't meet Monday morning.