

Cabinet Meeting

October 19, 2020

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

Tim—Faculty Management group will meet on Wednesday—will discuss how the College budget is developed. Will meet weekly; will tour entire campus. Asking Ryan to reach out to CM to see how workload agreement works. We will then discuss our workload agreement. Dottie will help to see what policy the System has regarding credit hours in a program.

Mike--Variance report is at the System office. We're in good shape comparing revenue and expenses.

Barry—Reed Commons kitchen area is being cleaned and mostly done by the end of week.

- Video wall was installed last week. Furniture will be delivered at the end of the week.
- Transformer is still outstanding; no date yet.
- Onsite inspection and punch list will take place tomorrow
- Andrews Hall, we're waiting for finalized plans this week.
- VDI project work session scheduled today. Jenzabar working on Infomaker licenses to do upgrade. Signed agreement today.
- Facilities inventory project-- doing FY 20. Presentation will be made to Board in November. Tim would like this final information sent to Cabinet.
- Should get information regarding access controls for Mailman by the end of the day.
- Securitas staffing—lost a worker on Friday. Tom Richard will have students to help for a couple of weeks.
- Internet connection from Pioneer will begin construction today.
- Security report will be given to System.
- Met with Brian Hall at System office who is working on Jenzabar api. For attendance piece. Will run in a test environment.

Angela—Bill reviewed spring schedule last week. Changes will be opened up to students and faculty by the end of week. Tim says we'll need analysis of number of online vs. hands-on courses (especially trade courses).

Tim—President's will talk tomorrow about spring semester. COVID testing—campuses may be test sites. Do we want to put our own testing in place for our students?

Bill--Testing on as-needed basis of students currently. Working with MicMacs; Northern Light, and practitioners. Good compliance on campus with Live Safe ap.

Beth—Wants to send out another reminder of COVID protocols for employees and students.

- Snow season will we use past practice for school closure. Will be brought to Faculty Management but will likely use past practice this year.

- Struggling to hire a TRIO administrative specialist.

Bill—Invited to US State Department meeting about recruiting/accepting more international students by Community Colleges.

- Dean of Students meeting tomorrow—Sexual harassment related new guidance from Department of Ed.
- Many students are asking for disability related accommodations for concurrency enrollment courses. We have created a statement requiring coordinating accommodation with the College.
- Housing—How many students will need more time after Thanksgiving and will need housing?

Leah—wrapping up logging—moving wood and equipment out of woods. Preparing for CDL audit will be done in November. New and old equipment will need to be inspected.

- Class B driving course is underway; still could accept a few more students.

Dottie—Safety Committee meeting on Wednesday—should it be moved due to Daigler ZOOM meeting? Dottie will reach out to Jon to find alternate date.

- System is having a ZOOM meeting with Marketing and Admissions staff.
- Friday will finish filming of Virtual Open House--Premier Thursday, November 5. Then Friday and two slots on Saturday.
- Foundation Finance Committee meeting on Tuesday afternoon. Executive Committee meeting on Wednesday morning.
- Investing in Innovation Committee met last week and are ready to make awards.
- Planning for Foundation dinner—board members and special guests only.
- Annual Report is at printers—waiting for the second round of edits.

Tim—President Daigler meeting with faculty, staff and students; we may attend. Just creating a dialog. Separate meeting with Tim and Cabinet members. 3 slots are open for students for the first meeting. Maybe a couple from Logging and Twin Rivers.

Sue—Vice Chair position—Jocelyn Haley will accept Vice Chair's position. Other openings have not been filled yet.

- Do we have request from P.I. Homeless Shelter requesting property for the Board of Trustees? Dottie has it and will forward.

Mike—System has finish financial statement audits for all Colleges. Our Foundation and the College is complete and no findings.

- Questions about AHEC-- Mike, Leah and Zoey will meet to clarify.

- Students were not sent to collections last spring. What happens now? Bill says reinstitute the holds. Mike agrees and it pushes students to take action, connect with counselors, etc. Both credit and non-credit students.

Tim--Gail Roy is resigning likely at the end of the semester. Great loss and we will miss her.

Presidents' Council this week—Improving employee morale.

- Barry—No complaints. They miss gathering activities. Overall good.
- Dottie—Good shape and attitude. No issues in her department.
- Bill—Mixed—If department communications is soft it's not easy. Harder to communicate if people are not on campus. Some feel others are manipulating the system.
- Mike—Individual basis. Perceived inequities. Hasn't helped morale.
- Angela—Faculty on campus is still committed and they don't seem to be comparing situation with others. Those off campus are worried about missing something. Just trying to do the best they can.
- Edward—Pockets of people who are challenged.
- Beth—Same people who had morale issues before still now. She feels it's made people communicate more to her.
- Leah—Mirroring society. Tired.

Tim--We have more people working on campus than most other campuses. Down by 5- 7%. Communication is important, work on not simply sending e-mail. Morale is pretty good here, new buildings, courses, etc. are keeping us interested.

Angela—Todd Maynard will be out for a couple of weeks (broke his foot); Wayne and Chuck will fill in for his labs.