

President's Cabinet 1/25/21

Attending: Tim, Sue, Mike, Bill, Abby, Barry, Leah, Edward

Tim—Husson is discontinuing its agreement with NMCC and will leave campus physical presence in May. Enrollment dropped by 250 students. It's been a good arrangement and we would be open to the possibility of renewing a contract down the road.

Bill—Enrollment down about 8.8% and that number may change slightly. Credit hours are where we thought they would be... down 10% across the board.

- Concurrent enrollment good due to additional outreach and agreements in other parts of the state.
- 36 students are living on campus.
- National Guard students are still gone and will need to quarantine and test upon return.

Barry—Working on analysis of facilities since summer. Compiling data on facilities--fuel use, staff, work orders, etc. and want to compare to sister colleges and possibly across the nation. What do we need for funding to maintain facilities? Trying to figure out necessary funding schedule. We have deferred a lot of maintenance over the years. Some of our construction (from the 70's) won't last as long as construction from other time frames.

This study says we are somewhat overstaffed in custodial, maintenance and supervision. We are really good in preventive maintenance. We do well in fuel use.

- Mike—System consultants have offered to meet with management group and to talk about results. Tim--We should invite them in the next month or so. Study shows we have a low population density for and high maintenance cost.

Tim-System want to talk about innovation and change.

Edward—Organizational change. Looking at measures of success. Performance changes and how to measure it. Lines of business (programs that need to be dropped or added to be performing better). You must be willing to make wholesale change during a crisis environment. Must understand how other businesses are changing and how can we meet those needs.

- Tim—This may change our mission. We will have to look differently about what we're doing. Most discussion is about non-credit training. Still skeptical about badging (10,000 have been awarded).
- Leah believes this is an opportunity for growth. Happy that many badges will have quality measures...they're not all the same.

Tim--Rural water assessment (treatment people) have reached out to us. Charlie Collins at System office put through a request.

Mike—Completed interviews for HR and benefits/payroll coordinator.

- Working with Leah to get AHEC billing out.

- Working on list of projects for institutional CARES act funding. (\$900,000).
- Might distribute Cares funding to students differently.
- Will file the CARES act annual report by February 1.

Angela—Checking on whether all students have received text books—Will have an update today. Follet process hasn't been great. As of last Wednesday, some Electrical, Plumbing and Heating, Medical Coding, Medical Assisting and Nursing students were still waiting for books. Tim—Follet is currently on one-year extension and it is still having problems. A new vendor may be used.

- Angela—Vaccine clinic this week.
- Nursing and Trade will keep using methods to reduce students on campus. Reduce lab time if possible.
- Working on finishing progress reports this week.

Tim—Continue to look for ways to reduce the number of students/staff on campus without diminishing services. Put as much online as possible.

- Library—Working with Washington County to help with library services. Library is still open and hours will be posted on the door.
- Vaccination clinic begins on Wednesday. Traffic flow is a concern both students and public.

Barry—had a boiler issue for Andrews over the weekend—out for two days. Could have been worse and will review procedures for Securitas. Also took down Reed—heat went down, but didn't go below 55-60 degrees due to good insulation.

- Project request form issue for IT—Approval process is lacking. A process would help to schedule better. Barry will put together a form to be approved.
- E-Waste contract is in place.
- Reed Commons outstanding items are still in play.
- Can go forward with teaching kitchen technology.
- Phase one plans for Andrews are complete.
- Will do memory upgrade.
- George is helping Peter today, Wednesday and Friday.
- Information Security Group—Will work on auditing cyber security and look at employee onboarding.

Sue—General Advisory is scheduled for Tuesday, April 20.

- Working on finding day/time for the Aroostook delegation to meet with Tim for annual meeting.
- Potato Blossom Festival officials expect to have an abbreviated event. They're pleased we want to have grand opening of Reed Commons as part of the festivities. Third weekend in July.

Leah—Dan Belyea meeting and he's interested in having Mechanical Logging again. Same landowner. She is working on draft budget this week. Goal--15 students enrolled.

- AHEC supplemental funding for extra \$2M competitive grant for simulation education and Maine will apply. Tim wants to look at EMS simulation center.
- Secretary of State is postponing CDL testing by at least 20-25 days.

Edward—Talked with Twin Rivers and proceeding slowly. Changed focus but going ahead and should be wrapping up project by June. Tim says we want to know numbers of folks who have gone through the training.

- LPN—Doing billing. We expect 24 to complete and working on budget.
- Wrapping up with Porvair to finish in the spring.
- Doing Perkins review annual assessment.
- Working on details to support NECHE accreditation report.

Bill—In the process of renewing the College's eligibility to grant 1-20 student visas to international students.

Tim—Looking at expansion of Allied Health programs throughout the System.