

## President's Cabinet meeting

3/3/2021

Participating: Dottie, Tim, Edward, Lindsay, Barry, Angela, Mike, Sue

Tim—Introduction to Lindsay.

- Going forward we will inform each other of any System activities/communications where we are involved.
- Bill Egeler has agreed to be the commencement speaker.

Dottie—Photos of each faculty member in cap and gown will be shown at the virtual graduation when their programs are presented. All are expected to participate.

- April 13 WAGM will shoot the video. Caps and gowns are here but tassels were wrong color and are being re-ordered. Photos will be taken of students (with caps and gowns) on campus and will ask off-campus students to send their photos to the office.

Angela—Summer schedule is up and students can register. Many of the courses already have some students.

- Now finalizing fall schedule and should be rolled out soon. Issues with start dates in Brightspace.
- Presidents of all campuses, Academic Deans and department chairs met to talk about expanding the nursing program across the state. Common message—increasing students means increasing faculty. Each campus identified pros and cons. NM talked about adding to the PN program which increased our numbers and we might be able to add 8 students in Level 1 this fall. There is still a problem with finding clinical sites/hours. Talked about how much we use simulation to facilitate clinical-hour needs (still in 20% range). Many nursing faculty say they don't want to increase simulation hours. No other campus seemed interested in adding PN program. Challenge seems to be at the System level.
- Dottie believes there is support among nursing administrators for NM to expand the PN program in other parts of the state
- Tim says Dan Belyea was supportive during yesterday's meeting of the PN program through Quality Center. The idea might become a QC project.
- Jennifer Graham wants to do presentation at the annual Teaching and Learning summit in April.
- Following up on the retention and outreach workshop from a few weeks ago.

Barry—Reed Commons' flooring is being installed this week and should be done by Friday.

- Loading dock repairs have been rescheduled for first week of May.
- Cabinet installation for Teaching Kitchen planned for 3<sup>rd</sup> week of May; then technology can be finalized.
- Andrews Hall restroom renovation will be out to bid next week. \$300K renovation.
- EMS Simulation project has been submitted to GBS and approved. Next step is to choose a designer.

- Point of sale is installed for college store and working. This will replace one-card system and we can drop associated licenses.
- Memory upgrade was completed successfully.
- Phishing—ready for training session and a note will be sent to employees before everyone is tested.
- Jared is installing new firewall at Houlton Hospital.
- Spectrum contract has been ended for the Houlton connection saving us about \$400/mo. Also got rid of Res. Life cable saving \$12-13,000. Washington County connection has also been disconnected.
- System meeting last Friday—did a walkthrough with consultant and completed Assessment. The results will be shared with the Cabinet.

Tim—Thanks to Barry and crew for efforts during yesterday’s storm and for the clinic which delivered almost 800 vaccinations.

Mike—Welcomed Lindsay. Next week will be a payroll processing week.

- Point of sales at the Bookstore seems to be working.
- Closing books for month of February.
- Working on IPEDS report due at the end of the month.
- System topic—Drawdown of CARES Act 2 fund. Application process hasn’t been settled. Trying to move the funds along as quickly as possible.
- System is out to bid for new bookstore provider. Follet contract expires on by June 30.
- Budgets are now set up for next fiscal year but no assumptions/guidance have been given to us by the System. Department budgets can get underway. Mike will send materials soon.

Tim—System discussion about the fall semester includes if Covid vaccinations should they be required for students on campus. Tim says he they should. Will there be enough vaccine available? The current pace indicates all adults could be vaccinated by fall semester. Anniversary of COVID in March—System suggested a press release recognizing the work CC’s have done? It was discouraged...rather talk about celebrating commencement etc.

- We’ve been working off a list of those who want a vaccine if there are left over doses at the end of a clinic. Will tighten up that practice due to issues around the state and country with the vaccine being made available to some people unfairly.

Sue—Attending AP meeting today at noon—topic is renewable energy development.

- Maine State Archives have no photos of Governor Reed’s office. They are moving all materials prepping for a museum renovation. Have found one photo with Governor Reed in it but not a wide frame. Also, the governor’s office was moved after he left office to another space at the State House, so current picture would not be helpful. We might end up using our imagination.

Tim—Talking to Potato Blossom festival officials about having an event in conjunction with the Festival: official opening of Reed Commons. Mrs. Smith would be there and we will invite Reed family.

Edward—Water treatment people across the state want packets of info sent to them regarding the Water Treatment program. Please have packets with program info, marketing and admissions material.

Tim—Trying to set up meeting on March 10<sup>th</sup>. Faculty in Water and Waste Water Treatment would provide a tour using technology in their labs. President Daigler, Janet Sorter and Dan Belyea will be invited for the tour. Video with President Joe Cassidy was well done and it's been sent to President Daigler. Highlights our collaboration. Video can be used on social media. Wider group of industry people will be invited for the virtual tour following the initial meeting. That will raise questions about non-credit training.

Dottie—New endowed scholarship was (anonymously) established last week for Building Trades. (\$10,000).

Tim—Completed all the steps to accept Mrs. Smith donation of funds for EMS lab.

We will recognize Bill Egeler—and all who are retiring will be recognized.