

## President's Cabinet Meeting

4/12/2021

Attending: Tim, Dottie, Leah, Mike, Barry, Lindsay, Abby, Bill, Sue

Tim—Commencement recording is this week. President Daigler will meet with employees this week. Will try to get the first Search Committee meeting set up this week for Dean of Students position.

Leah—Finalizing MOA and budget for Logging. Instructors are participating in certification training this week.

- AHEC reports and two Board meetings this week.
- Dr. Goth will be doing his class on Friday. UNE does not have students participating in that class.

Barry—Opened bids on Andrews Hall renovation and bids came in too high—lowest bid was \$869,000 (we thought it would be closer to \$300,000). Likely because there was only one mechanical contractor involved—might have to put bid out again at a different time.

- RFQ for design services for EMS project. Included HVAC component.
- Summer projects list. Lee is putting together list for normal maintenance items.
- Reed Dining—just waiting for cabinet and overhead door.
- PII—three training sessions so far. Setting up meeting with SMCC, KV and CM to see how we're handling it and may want to piggy back on our RFP for data loss protection.
- Still having administrative log-in issues on computers.
- IT leaders meeting on Friday—having issues with Jenzabar. Will stick with what we have for now and eventually move to API system. Tim says Jenzabar may not be the long-term solution.

Mike—Deans of Finance meeting this morning. System says budget will likely be flat, but optimistic that other funds may be available for collective bargaining.

- Third round of CARES Act hasn't been made yet, but expecting a generous allocation.
- Discussion of projections due in two weeks; expectation of no deficit. Given expected federal funds and drawdown of CARES ACT money will cover the difference in our appropriation, so we should have a surplus when we close this year. Looks like we will also be in good shape for next year due to federal funds for institutional spending.
- March is hard close...please get budgets in by this Friday.
- Bookstore—changing to Barnes and Noble and could be before July 1. Follett corporate has instructed that instructors NOT go into Follett book adoptions but rather go through Angela and Becky.
- Reached out to Department of Education regarding door card scan and HVAC projects; DOE is asking for a more detailed budget and better description and they may still say no. Need to review list and may find other "easier" projects.
- On the student portion of funding, if student allows, we can apply balance toward outstanding bill to the College. On the institutional side, we don't need student permission. Mike is hesitant to do that.

Dottie—Filming for graduation is tomorrow. Graduation written program will be sent to printers on Wednesday.

- Working with Angela and Dwight on Bring College to ME application due on Friday.
- Meeting with Josh Morneault--Gorman scholarship recipient to finish thank you note. Virtual event will be May 18<sup>th</sup> at 2:00.
- System report on Strategic plan is due this Thursday. Dottie will write goals and objectives if she doesn't hear from anyone.
- RFP for viewbook and travel piece designer. Seven or eight applicants.
- Last week looked at mock up for Virtual Viewbook from Student Bridge.
- Foundation Executive meeting next Wednesday. Finance committee meeting on Tuesday.

Angela—Dr. Goth's Advanced Airway clinic will be held this Friday.

- EMS has ACLS course will be this weekend for Paramedic students.
- LPN cohort will be done next week.
- Angela B, Eileen and Angela Davis are working on application for candidacy for accreditation for PN program.
- Posting some positions soon for Building Construction, Librarian, Administrative Assistant position for Nursing and Trades (Brianna is moving into Gayle's position). Pam Buck will talk with Bob Rice to determine his possible retirement plans. Tim says students should be involved.

Tim—Talking about Introduction to EMS simulation, expansion of the program and facility, and hiring another person to help develop the program.

Dottie—Still pursuing working with Region 5 and money should be in the budget to help fund at least a half-time person. Tim--No official notification yet.

Bill—COVID Live Safe app use is down. Remind people to use it daily.

- Fall enrollment—269 students and 3400 credit hours. Summer—125 students; 708 credit hours. Please don't drop any classes for summer yet. High School students taking advantage of Move Ahead program—19 registered in summer (this is more than normal). Accepts are behind by about 20 students same time last year. Diesel is full and electrical construction is filling quickly; Liberal Studies has some movement; Plumbing is showing resurgence. About 130 currently enrolled students are not yet registered for fall classes. Uncertain how many are in the "Not coming back" category. Department chairs and counselors are working on this. Encouraging students to move ahead.
- Texting software—one person is on the System-wide bid review committee.
- Roll out of Canusia went well.

Tim—President Daigler to Zoom meet with us on Wednesday. He will address where we are with relationship to University; our budget in short term.

- People may ask questions. Bill says there are lots of questions about staff returning to work in offices. Tim 70% of employees have been vaccinated. May be tough to get a clear answer this week. Likely a local decision.

- Faculty management group has been working on new workload agreement. System may have some questions/issues about this. Something might be implemented by fall.
- Communicated with UMFK and UMPI regarding collaboration with nursing simulation.
- EMS—EMCC will be losing their teaching provider soon and System is considering how NM might deliver it.

Sue—General Advisory Council meeting scheduled for April 20. Sue will put together draft agenda and forward to Tim to complete.

- Committee members for Dean of Students Search committee have been chosen. Abby will send jump drives to all members once Barry installs program on computers so they can view. More applicants are coming in. Wait until tomorrow. Lindsay will pull the posting that ran for this position and the position description. Sue will send first-round questions/rating sheet.