

## President's Cabinet Meeting

January 3, 2022

### Action Items

Participating: Angela Buck, Mike Williams, Dottie Martin, Tim Crowley, Edward Wright, Matt Grillo, Lindsay LeBlanc, Leah Buck, Sue Bernard

**Tim**—COVID—Still delayed start to the 18<sup>th</sup>. We need plan for testing since the demand will go up.

**Matt**—Made another order for COVID tests. Wants to keep 100 in reserve...we currently have nearly 150. He has urged all students to get them from home. But we should have enough tests for those living on campus. Tests are expensive. Tim says federal government will be providing tests and we will take advantage if that happens.

- CDC says the quarantine requirement has changed from 10 to 5 days. Matt has asked Amy Homans and she says the Presidents will be meeting on this. Tim wants Dr. Vinny Boom Botts to be consulted along with the CDC or perhaps Dr. Shah. Sue heard reports that the quarantine requirements by the CDC may have been lowered again as long as people don't have symptoms.
- Watching the spring enrollment numbers...about where we were in the fall.
- Matt says some Leave of Absence students may be coming back from the fall.

Tim says debt forgiveness efforts from the System are moving ahead for those who still have a bill.

**Matt**—It's new employee Jackie Martin's first day to get all paperwork, etc. done.

- Enrollment snapshot—Only two student-withdrawal requests; several change-of=major requests.

**Tim**—Working on EDA grant for Loring—Green for Maine advance-manufacturing workforce proposal (training program) **Letter of Intent to be filed by January 5<sup>th</sup>. Entire \$20 million project request to go in by the end of the month.** Green for Maine group still needs to make a commitment at Loring. Group of investors would purchase a piece of land at Loring. Once purchase agreement is complete, the plan is that they would bring four businesses to the base. One of the businesses would be a precision machining/advance manufacturing business that processes medical parts like joints, knees, hips, etc. Not public yet. **Will work with Mike to put a budget together for the training project** request in the next day or two.

**Mike**—Asked **President Crowley to bring up debt forgiveness at the President's meeting** and how we are to track how many students this change brought us.

- **Will discuss indirect cost for EDA grant with Tim.**
- Assistant manager of the bookstore will not be accepting job since he got a raise with his current employer. **Mike will ask Financial Aid for a student employee.** It's slow in the bookstore.

**Angela**—Working on schedule—consolidating of some sections.

- Working on appeals process for students who were not successful in their program
- Finalizing Administrative Days' schedule.
- Patrick will be on campus tomorrow and Wednesday; he will meet with Gilles, Students Affairs and Angela. **She will talk with Patrick and Gilles about Unity's interest.**

- Working on changing the calendar for students accessing classes
- Tim has talked with Wayne and JR about changing instructional online design for Wind Power. We may need help from the System especially for Water Treatment and Wind Power. Maybe Jen Graham can help. Angela says she's been offering workshops that have been well attended and she plans to do a session during Administrative Day. Tim says we need to set standards.  
**Tim wants to meet with Angela and Jen. Angela, please set up.**

**Lindsay**—Background checks have come back clear.

- HVAC applicant will be interviewed on Wednesday.
- Two more candidates for CDL have been sent to Leah.

**Edward**—Has reached out to Scott with the Loring project; waiting for a call back.

- Waiting for clarification regarding LPN funding mechanism. Tim has spoken to Dan who says all training costs—faculty costs will be covered. **Go ahead and hire the new faculty.** At this point assume the students will pay their own costs.

**Leah**—State has approved the overall funding for CDL, Logging and LPN. Still have to do a budget which is unclear.

- We are 50% compliant for CDL with the federal motor carrier with February 7<sup>th</sup> deadline. Drug testing clearing house was instituted on 1/1.
- **UNE is back in session and they are scheduling two meetings re: AHEC this week. Five-year funding cycle for AHEC is up in June --they want to start grant planning. Transition to Nursing and Allied Health needs to happen. Tim is requesting meeting with Leah and Angela to discuss action steps.**
- For the purpose of CDL approval, the state told Leah to get NM approved and we can add sites as needed.

**Tim**—Regarding training of people for non-credit tracking system: Leah says statewide Zoom call this week will begin training...it won't be done all at once. Will work well for people who currently put registrations on and understand Jenzabar.

**Dottie**—Will be focusing on the EDA grant. Kelly will increase hours for a while.

- Griffin is working with spring semester marketing campaign with WAGM.
- Annual Appeal is doing well.

**Tim**—If anyone gets a call from Samantha Hahn, please refer to Tim and questions will be turned over to the System attorney.

**Sue**—Zoom meeting for Tim tomorrow at 2:00 regarding Refugee Resettlement.

**Tim**—Work from home if possible.