

President's Cabinet Meeting Minutes November 2, 2022

In Attendance: Tim Crowley, Abby Clark, Dave Wyman, Barry Ingraham, Angela Buck, Lindsay LeBlanc, Leah Buck, Griffin Goins,

Absent: Mike Williams

Anthology Schedule Referenced (attached)

Supervisors approve employees going to attend training sessions in person. Supportive of in person meetings initially and then go towards Zoom.

Dave Wyman: Fridays training is all online for the kick off. President Crowley encourages all, if able, to participate in the kick off. Dave Wyman goes over the referenced schedule/agenda, areas that are specified to each department. Anyone is welcome to participate in any section/time they would like.

Deer Brook is going to work on providing a more of a notice on needed data/information (a month compared to two weeks).

The cabinet discusses the days and ways they plan on attending and if they have any questions or concerns.

Griffin: Plans on having someone from his office attend in person if they are holding a marketing/foundation section aka Raise.

Leah: Are they recording any of these sessions; Holly is on vacation next week so Leah intends on participating via Zoom.

Lindsay: payroll transition still occurring and still going well. ADP data needs to be cleaned up by November 21st. Everything will be transferred into Paycom at that time. Carol McLeary is still helping process payroll. Dave believes they do intend on linking Paycom and Anthology at some point in the future. All employees will be having Paycom trainings first week of December.

Matt: intends on attending as much of Anthology sessions as possible. Teila will sit in Registrar office if Shannon attends session in person.

Angela: attending the kick off on Friday. Have asked Department Chairs to participate in advising and retention sections. Course schedule/maintenance and registering sections Abby and Angela will be participating via Zoom. Department Chairs are reviewing the faculty sessions to confirm we will have representation.

Tim: looking for an open space to run the sessions so someone can just walk in when desired. Presidents Council will be here on the 15th, Board of Trustees will be here on the 16th and Foundation Annual dinner on the 17th.

We have hired someone to work in IT part-time to assist through this transition. He is assisting Dave Wyman for report generating, etc.

Meeting adjourned at 10:31 am