

President's Cabinet Meeting Minutes December 5, 2022

In Attendance: Tim Crowley, Angela Buck, Abby Clark, Mike Williams, Leah Buck, Barry Ingraham, Griffin Goins, Matt Grillo

Absent: Lindsay LeBlanc

Michael Williams:

Paycom-Training to take place on Wednesday and Thursday.
4 outstanding jobs-Leah is about to make a recommendation for CDL instructor.
Custodian III-one submission
New Mainer-President Crowley working on interviews.
MDC Coding adjunct-narrowed down to 8 and setting up Zoom interviews.
Working on Standard 2. Should give it to Angela next week.

Barry:

Leadership team weekly meeting today
Helpdesk software
IT leaders meeting on Tuesday (biweekly). Going to talk about the discovery phase-what is at each campus.
Paycom integration meeting
EMS-waiting on minute man for access control.
Garage door-waiting to hear from Portland Glass
Honeywell will have a time sometime this month to wrap up
ECE building-everyone has agreed to the supplemental agreement. Looking to see if need to include Maine ARTS (if fully private funded or not).
Washington door project-meeting tomorrow to get started and to establish guidelines
Got price on Edmunds transformer-66K. Looking into refurbished/other options than purchasing brand new.
Heating issues in the Christie building. Mechanical services is currently on site.
Mark is still working out well

Matt:

New residential life director is doing well. Gym booked two nights a week for activities.
Enrollment report-another handful left Admissions to Registrar. The spring enrollment is slightly low.
Acceptances for the fall semester look very good at this point. We'll see what this turns into as far as registrations go.
Jennifer (OnCourse for College) is getting settled in. Bethany Hoppe (Adult Ed) is also doing a nice job as well.
Taylor has been working diligently this semester with the medical records/Complyo
Matt Cole has 2nd graders coming to campus soon to work with our students to build birdhouses on Friday. Angela will be reaching out to Pam to make sure safety is #1 priority.

Griffin:

Light parade was a success. The ambulance looked great and there was a great turnout. Looking to get the Trades involved in some way for next week.

Paycom luncheon-Tim advises to plan on 95

Employee recognition luncheon coming up next week

Wayne Kilcollins is going to Mars Hill mountain to meet with some CTE students

Sent out appeal to first set of recipients-letter with annual report RE: foundation work, etc.

Festival of trees occurred this week as well.

Inquired about other options the bookstore might be able to provide RE: attire

Angela:

Doing EMS interviews within the next couple of days. They should all be registered by next Monday.

Discuss Houlton courses/schedule posted online-our FB page. University financials looking for NM to provide more money in Houlton and President Crowley does not want to do that.

Angela & Shannon leaving tomorrow for NECHE conference in Boston. Angela will be meeting with Pat O'Brien before we submit modified online submission.

All chairs and committees continuing to work on 5 year report. They are working on and incorporating institutional outcomes. Once all submitted Angela and Abby will pull into one documentation and prep and format for submissions.

Angela is working with HR on gathering job descriptions, etc. to create appropriate posting that meets grant requirements for WPT.

Leah:

Tuesday we have Dan Ross on campus at 1:00 for a presentation. Looking for 50 drivers immediately. Invited ACAP and the Career Center to sit in on. They are looking for CDL and Diesel Technicians.

Thursday is the Ellwood Board meeting

Sarah Roy is our CDL students and will be on campus the next couple weeks (had issues with homelessness in Bangor). Her test date is on the 19th

Credit courses for next semester-Boiler Operator LPN and MDC

Contract training for WPT Technicians.

Working with Columbia Forest Products who recently hired 20 year service members so assist them in getting into our Electrical program.

President Crowley:

Believe it might be time to start looking for other WP instructor (granted funded position).

CMCC is working on pulling credit and noncredit together RE: how they process students that apply.

Had a good meeting with the reps from the BMC RE: CDL testing. They visited our testing center. We are looking to have permit testing here on campus.

President Daigler is looking to come and visit campus. He is looking to spend time with students.

Dead River stated they have not provided the System any funds for CDL. Dan Belyea stated this as well.

Dave Wyman:

Going to start with Deep Dive sessions. One today running this afternoon. Anthology is starting with Admissions. Second Admissions session will be on Friday morning.

Meeting adjourned at 11:03 a.m.