

President's Cabinet Meeting Minutes January 23, 2023

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

Absent: None.

Group Discussion:

Need to finish response to Smith Foundation

Go through to plans/responses to inquiries

Upgrading in parking in the interest of the childcare center

Historical view-we have not done anything since we submitted proposal. We have found funding/grant for the faculty position since we submitted the proposal.

Yes broaden reach of the program. Additional of new faculty. Pursue accreditation. Can we expand the number of children with the existing space. Addition of training nights and weekends. #9-need a response.

#12-new location and change in course is the impact same or better? Better-its more cost effective in the long run for the campus. Potential to expand the program in the future.

Upgrades in ECE classrooms and also disburse the student activity throughout the campus. Also improves the air quality/air conditioning in current spaces

\$324K has been spent and the rest is committed to completion of the design development.

Lindsay LeBlanc (HR/Payroll):

Paycom we have processed 2 payrolls. Things going well overall.

Working on OnBoarding right now. Working on all our OnBoarding docs in Paycom

Performance management is still being worked on.

Having to do manual updates on accruals right now as not working properly.

President Crowley:

Working on Business & Accounting Articulation Agreement with UMPI.

President Daigler will be here on the 9th of February. Meeting with Presidents Cabinet at 8:30.

Group of students meet w/ him in BCT lab. Lunch at 11:30 with faculty and staff. Encourages faculty to get involved with this visit/Strategic Planning.

Angela Buck(Academic Dean):

Working on overloads this week.

Dept. Chair meetings will be on Monday afternoons instead of Friday afternoons this semester.

The entire group will be getting together once a month. Curriculum committee meeting next week.

Barry Ingraham (IT & Facilities):

Shared services meeting last Friday to establish priorities that need to be in place to roll out full shared services.

Security camera project-cable in so will be finishing during February break.

Griffin Goins (Development Office):
Anthology roll out-the REACH is this week
Jason from Aramark is here this week.
CDS Dept of Education info needed-Tim and Griffin will look at.
Got quotes for WPT advertising video

Matt Grillo (Dean of Students):
Abbi Frost has given notice-end of March. Lindsay and Matt looking at job description.
Last day to drop classes tomorrow.
Working with Hope & Justice and will start coming to campus out of the Health Center.
Deans meeting coming up on Friday and thinks will include updates to Title IX.
Currently have 2 families on campus and 2 applications

Mike Williams (Dean of Finance):
OSHA 300 report due in February
Financial report for WPT (quarterly report) due this week
DEEP Dive session on Wednesday
CDL/CDS budgets-Mike and Leah need to finish up-Leah got Milton CAT letter last week

Meeting adjourned at 10:20 a.m.