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MEETING OF THE BOARD OF TRUSTEES OF THE MAINE COMMUNITY COLLEGE SYSTEM

Conference Call

Saturday, March 28, 2020

Board Members Present: Jean Ginn Marvin, Chair, William Cassidy, Vice Chair, Peter DelGreco, Patricia Duran, Nicki Fowlie, Laurence Grondin, Kathie Leonard, Beth Ann Lorigan, David MacMahon, Michael Michaud, Joyce Maker, Emily Smith and Commissioner Pender Makin.

Absent: Commissioner Laura Fortman and Anne Roosevelt

Others Present: David Daigler, President and Secretary, and Bonnie Brown, Clerk

Chair Jean Ginn Marvin determined that a quorum of Trustees was present and no requests from the public to address the Board of Trustees had been received, therefore, the meeting was called to order at 8:30 a.m.

COVID-19

President Daigler provided a comprehensive review of the COVID-19 response at the system office and the colleges. He outlined the status of college operations, including dorm closures, noting several students remain at several of the colleges due to the fact the students would have been homeless if they were to leave the residence halls. They are residing in single rooms and have been counseled in social distancing. Food services are preparing drop box meals for the students in the residences. There is no cafeteria service. An outline of the delivery education was provided, noting most is remote delivery of educational programs at each of the colleges. Hands on instruction continues in programs such as health care programs, to the extent that our partners have allowed students to stay in clinical practice and remain in the field. Some provider partners have released students from clinicals due to risk of exposure. Faculty members are teaching in simulations as long as possible to assist students who are near program completion.

Automotive Programs are providing online simulation classes for students; the students may be required to return in the future to complete the hands-on instruction requirements.

President Daigler announced the withdrawal period has been extended for students. The board refund policy will not be amended, and refunds will not be provided. He noted focus remains on keeping students in the program and completing their education. Faculty are willing and prepared to make extraordinary use of pass/fail grades to reduce further impact to the students.

Student Support - Student support teams have been expanded to assist students in as many ways as possible, including more liberal grading policy, technology, offering internet access at campus parking lots, expediting expanded financial support through FMCC, and allowing access to expanded funds including SOS grants.

Classes, such as culinary arts, which are not conducive to remote learning may require students to complete lab classes when the return to campus. Other options under consideration include adjusting the terms to assist with the completion of the hands-on requirements. Decisions will be made when the time is appropriate

Graduation/Celebrations - No decision has been made regarding graduation and other celebratory events however it is highly unlikely traditional graduation ceremonies will be offered. Other options for celebrating successes will be considered. The Student of Year event will not take place in the traditional setting.

All are working hard to support students and make sure they are positioned to complete their education and to provide the students what they need to manage these difficulties presented by the COVID-19 pandemic.

Communications - Trustees discussed handling of communications to avoid miscommunications. Dave noted communication is very consistent; have prepared website postings/frequently asked questions/ messages delivered through the college presidents and not the system office. It is not the intent to put out press releases about what we are doing. The current plan is working well with employees.

The plan will be to inform students of our positions before reading it in the news. Wanted message from the colleges and their staff to the students. We will be in a position to respond as necessary.

David noted with have access to resources to assist in communications if they need arises and he feels the communication strategy has worked well up to this point and have received favorable feedback.

Dave provided feedback as to how we compare to actions taken by other colleges around the country and noted we are in line with their actions. He also noted there has been ongoing communication with UM system.

Staff – A decision was made early on to keep employees on pay status. No layoffs are anticipated and reassignment have been done to balance work. Waivers were received from DOE for those workers on grants that were not able to be reassigned such as TRIO counselors. We have subsequently moved remote work for a large portion of our employees which required the acquisition of laptops, surfaces, etc. Network security does not support home computers requiring the purchase of computers to support employees and students working remotely.

Employee Relations - Some employees are reporting to work on a rotating basis, including senior managers and IT staff.

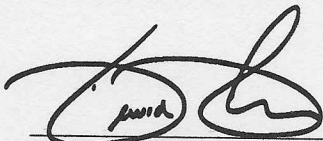
MOU - A memorandum of understanding was signed with MEMA (Maine Emergency Management Association) which will allow local nonprofit organizations to use our facility. Dave noted although we want to support our communities, there are some limiting factors. MEMA will coordinate the states and needs and available resources. Residence halls cannot be makeshift hospitals due to lack of physical resources. Respirators have been loaned to area hospitals; Other opportunities to assist may be available such as living space for health care providers who don't want to expose their families to COVID-19. An inventory has been provided to MEMA as to space and supplies that are available.

Executive Order – The governor has signed an executive order which relaxes the legislation of the Maine Quality Center and Put ME to Work programs. The order will allow MCCS to efficiently provide services to employees who would enter MCCS training programs as well as allow us to mobilize online programs to meet specific needs of the State in non-licensure areas (non degree programs) such as pharmacy tech, medical assist, phlebotomists,

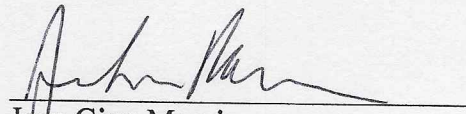
DECD – Work is being done with DECD to identify supply chain providers for healthcare.

McKinsey Global will begin conversations with the presidents to discuss how we re-envision and re-imagine teaching beyond COVID-19 relative to study/work from home. Much has been learned and will capture the thoughts and how it might change the learning institution as we move forward.

There being no further business to be addressed by the Trustees, the meeting adjourned at 9:30 a.m.



David Daigler
President & Secretary
Maine Community College System



Jean Ginn Marvin
Chair of the Board of Trustees
Maine Community College System