

**CPS Meeting Minutes  
January 8, 2008  
3:00-4:00 PM**

**Attendance**

Dan Philbrick (Chairperson), Jennie Beal (Secretary), Sandi Croft, Jennifer Dealaman, Marv Druker, Suzanne Frigon, Cathy Harman, Kim-Marie Jenkins, Mary Larlee, Terri Pelletier, Maureen Perry, Lyn Philbrick, Pauline Pierre, Lynn Poor, Dana Rickman, Danielle Sirois, Luisa Scott

**Minutes Correction**

- from the 21 December 2007 meeting: "...when a Faculty member is hired they begin as an Associate **or Assistant** Professor..."

**Coffee Update—Lynn Poor**

- a coin-operated coffee machine would cost about \$30/month—the price per cup would be set by us
- Lynn is also checking with Green Mountain Coffee
- getting coffee from Aramark would not result in saving any money
- does LAC own or lease the machine we are currently using?

**MaineStreet/Mumps Update—Kim-Marie Jenkins**

- there will be three Maine Street training sessions at USM LAC:
  - 23 January from 1-3 PM in Room 170 (mostly geared toward faculty)
  - 28 January from 10 AM-12 PM and 1-3 PM in Room 116
- all of the sessions are open to any staff/faculty
- the LAC recognition ceremony will be held on 2 May 2008 from approximately 6:30-9 PM
- the Maine CDC is still investigating the mumps outbreak at USM
- all matriculated students have to have had the second MMR vaccination or they may be asked to leave campus
- staff and faculty do not yet have to have had the second MMR vaccination, but it is recommended

**Snow Cancellations—Marv Druker**

- there were some comments/complaints about the building remaining open on 31 December 2007
- the parking lot was not plowed and there wasn't any administrative staff in the building—no one knew who to call in case of an emergency
- staff do not have to come in during a storm if they feel it is unsafe, but they will have to use their vacation time
- Dean provided his cell phone number and home phone number
- the Stormline is always updated by 6 AM (or 2 hours before a class), the Stormline is not updated if there aren't any cancellations

**USM Presidential Candidates—Marv Druker**

- each candidate will visit USM LAC from 3:30-5 PM in Room 170
  - 23 January: **Robert Smith**, Provost and Vice Chancellor for Academic Affairs, University at Arkansas
  - 24 January: **Selma Botman**, Vice Chancellor and University Provost, The City University of New York System
  - 28 January: **David Belcher**, Provost and Vice Chancellor for Academic Affairs, The University of Arkansas at Little Rock
  - 29 January: **Nancy Kleniewski**, Provost and Vice President for Academic Affairs, Bridgewater State College

**USM LAC Marketing—Dan Philbrick**

- the new USM Marketing Plan will be unveiled on 21 January at 1:30 PM
- preview of new “L-A, It’s Happening Here” TV spot