

**CPS Meeting Minutes**  
**April 29, 2008**  
**3:00-3:40 PM**

**Attendance**

Dan Philbrick (Chairperson), Jennie Beal (Secretary), Jim Bradley, Paula Caggiula, Marv Druker, Suzanne Frigon, Evelyn Greenlaw, Kim-Marie Jenkins, Mary Larlee, Paul Manoff, Margaret Park, Maureen Perry, Lyn Philbrick, Pauline Pierre, Dana Rickman, Luisa Scott, Danielle Sirois, Mary Sylvain-Leonas, Nancy Whitehouse

- there were no changes to the minutes of the last meeting (04-18-08)
- there was a moment of silence for Keith Witherell, Director of IT Services, who passed away last week—there will be a Memorial Service for Keith on Friday, May 2<sup>nd</sup>, at the Abromson Center (Portland) at 3 PM.
- Dan called for nominations for the new secretary and chairperson—
  - Chairperson**
    - \* Jim Bradley (nominated by Pauline Pierre)
    - \* Jennie Beal (nominated by Evelyn Greenlaw)
  - Secretary**
    - \* Pauline Pierre (nominated by Jim Bradley)
    - \* Maureen Perry (nominated by Terri Pelletier by e-mail)

**Updates from Marv—**

- tomorrow (Wednesday, April 30<sup>th</sup>) there will be a Community Dialogue in Room 170 at 3:00 PM
- Community Dialogue will discuss: rethinking roles of programs and offices, creating greater efficiency between the four Facility Management groups, and the Dean Search
- the Search Committee for the Dean will begin in May with suggestions from the Community Dialogue—advertising for the position will begin in August
- Marv plans to recommend Jim Shaffer, Dean of the USM School of Business, for the Chair of the USM LAC Dean Search Committee
- the Dean's job description will be made available on the LAC Common Drive under Institutional Documents for anyone who would like to review it
- the USM LAC Recognition Ceremony is this Friday (May 2<sup>nd</sup>) and the USM Commencement Ceremony will be on Saturday, May 10<sup>th</sup>
- Joe Wood will no longer be serving as Provost after June 30<sup>th</sup>—he will be going on sabbatical and then returning to the Faculty—a get together for him will be announced
- How do we present LAC to the new president? contact Marv with ideas
- Marv will be visiting York County Community College to see if LAC degree programs may be attractive to their students

**Various Updates and Announcements—**

- Lobster rolls will be available for lunch on Friday (May 2<sup>nd</sup>), see Pauline to pre-order
- Caps and gowns should be available tomorrow (April 30<sup>th</sup>)
- Who supports Polycom technical issues? Room 106 should have a phone in case there are problems
- Bids for the parking lot will be opening in 2 weeks on May 13<sup>th</sup>
- Danielle Sirois will be leaving USM on May 19<sup>th</sup> to work at Husson College as a Records Coordinator in the Registrar's Office