Purpose Statement: The Executive Team will meet and create a supportive environment in which to exchange information, solve problems, coordinate efforts, and create improvements that will benefit the college.

Members:

| Dr. Susan J. Wolff, CEO/Dean | Ms. Mary Kay Bonilla, Chief Student Affairs and Human Resources Officer |
| Dr. Heidi Pasek, Chief Academic Officer | Ms. Lorene Jaynes, Executive Assistant to the CEO/Dean |
| Ms. Carmen Roberts, Director of Operations | |

Guests:

| Mr. Russell Motschenbacher, Health Sciences Division Director | Ms. Lauren Swant, Nursing Program Director |

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**Agenda**

1. **Nursing Program**  
   **Presenter:** Mr. Motschenbacher & Ms. Swant  
   **ET Lead:** Dr. Pasek
   
   Ms. Swant proposed a restructuring of the nursing department. Rather than attempting to retain a 1.0 FTE nursing faculty, she recommended hiring two 0.6 non-tenure track, part-time nursing faculty, which would allow strengthening in other areas and provide better student support. Ms. Swant researched the desire of nursing faculty to work part time and found it is preferred.

   The Executive Team approved moving forward with this plan for two 0.6 nursing faculty.

2. **Internship Policy**  
   **Presenter:** Ms. Jaynes  
   **ET Lead:** Ms. Jaynes
   
   It was recommended removing everything from Internship Evaluation forward and not having procedure included with this policy, and to move it to the academic policies. Dr. Pasek will provide Ms. Jaynes with edits, and the policy will be returned to the appropriate parties prior to submitting for campus review.

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**Upcoming Events**

**October**

- 8-Week Block A Ends October 18
- 8-Week Block B Begins October 28
- Soup Tour October 31, 11:30 am – 1:30 pm, Various Campus Locations
- Soup & Costume Contest Winners Announced October 31, 3:00 pm, G45/46

**November**

- Veteran’s Day November 11, Offices Closed
- Board of Regents November 21-22, MSU in Bozeman
- Thanksgiving November 28-29, Offices Closed

**December**

- 8-Week Block B Ends December 20
- Holiday Luncheon December 20, 11:30 am, Heritage Hall
- Christmas December 25, Offices Closed

**January**

- New Year’s Day, January 1, Offices Closed
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