Executive Team Meeting Notes  
April 16, 2019 | 8:30 – 10:00 a.m. | Room G2

**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
- Dr. Heidi Pasek, Chief Academic Officer
- Ms. Carmen Roberts, Interim CFO

**Guests:**
- Taylor Alexander, Communications & Marketing Specialist
- Healthy Campus Task Force Members – Priscilla Azure and Joshua Archey

### Agenda

1. **Marketing of 8-Week Advantage (8:45 am)**
   **Presenter:** Taylor Alexander  
   **ET Lead:** Dr. Wolff
   Taylor Alexander shared ideas for an 8-Week Advantage Marketing plan. She will participate with the SEM Communication Team to determine the content of the 8-Week Advantage web page and other plans for communicating the 8-Week Advantage.

2. **Truth Initiative/Tobacco Policy**
   **Presenter:** Healthy Campus Task Force  
   **ET Lead:**
   Policy 601.3 Tobacco Use has been vetted with the appropriate campus groups by the Healthy Campus Task Force. All recommendations were brought forward for consideration. The Executive Team approved moving forward to the two-week campus review.

3. **Alluvion Health**
   **Presenter:** Dr. Wolff  
   **ET Lead:**
   Dr. Wolff shared information received at a presentation by Alluvion Health. They will be invited to attend an upcoming Joint Directors meeting to discuss services that may be of assistance to our students.

4. **Childcare Contract**
   **Presenter:** Ms. Roberts  
   **ET Lead:**
   Ms. Roberts presented some proposed changes to the childcare contract. The Executive Team approved moving forward as recommended.

### Upcoming Events

**May**
- **Dental Hygiene Pinning Ceremony** May 3, Heritage Hall, 5pm
- **Surgical Technology Pinning Ceremony** May 3, Sim Hospital, 6pm
- **Nursing Pinning Ceremony** May 3, Airport, 6pm
- **Commencement** May 4, McLaughlin Center, 4pm
- **Board of Regents** May 22-23, Great Falls College MSU