

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	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, 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