

Executive Team Meeting Notes
June 5, 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:	
Ms. Shannon Marr, Director of Enrollment & Recruitment	

Agenda

1. Information Items	Presenter: <i>Dr. Wolff</i>	ET Lead: <i>Dr. Pasek</i>
<p><u>NeighborWorks Great Falls</u> The Executive Director of NeighborWorks Great Falls will be invited to an upcoming meeting to visit about affordable housing for our students. Our Director of Enrollment and Recruitment will join the meeting, as well.</p> <p><u>Centene</u> The Human Resources Manager from Centene will be invited to an upcoming meeting to discuss combining efforts in wellness programs, in particular, a walking trail.</p>		
2. Follow-up on Placement Test Policy	Presenter: <i>Dr. Pasek</i>	ET Lead: <i>Dr. Pasek</i>
<p>Action: The Executive Team unanimously approved moving forward with the two week campus review.</p>		
3. Welding/Trades Faculty Rehire	Presenter: <i>Dr. Pasek</i>	ET Lead: <i>Dr. Pasek</i>
<p>Dr. Pasek brought forward a recommendation to rehire the welding/trades faculty position recently vacated.</p> <p>Action: The Executive Team unanimously approved moving forward with the rehire.</p>		
4. Student Recruitment Planning	Presenter: <i>Ms. Bonilla/Shannon Marr</i>	ET Lead: <i>Ms. Bonilla</i>
<p>Shannon Marr, Director of Enrollment and Recruitment, is preparing to develop a student recruitment plan. She is working with the Communications and Marketing Specialist, Taylor Alexander, to develop a marketing plan. The Executive Team provided guidance on the target audiences – traditional high school students and those non-traditional adult learners who were successful as students but were not able to complete their degree due to various life circumstances and had to stop out.</p>		
5. Fundraising	Presenter: <i>Dr. Wolff</i>	ET Lead: <i>Dr. Wolff</i>
<p>Dr. Wolff is working with the Development Board on a fundraising campaign for the dental expansion. The total project cost is estimated at \$4,765,500. The 2019 Legislative Session provided the college with \$4.25 million, leaving \$515,500 to be raised through private fundraising.</p> <p>Another fundraising effort in the works is the Montana Access Scholarship. The 2019 Legislature passed a state need-based aid package. The state will provide \$2 million, and all the colleges, including the community colleges, will need to raise another \$2 million as a match. The amount of new dollars Great Falls College MSU will need to raise over the next two years is \$79,000. With the State match, GFC MSU will award 158 \$1,000 scholarships to our students. Full-time students with a demonstrated financial need are eligible for the award, and non-traditional aged students (age 25+), also demonstrating a financial need, are eligible when taking six or more credits.</p>		
6. Eagle Feather Policy – First Draft	Presenter: <i>Ms. Jaynes</i>	ET Lead:
<p>The first draft of the Eagle Feather Policy was brought forward. The Executive Team approved the draft and advised moving forward with the policy development and approval procedure.</p>		

Upcoming Events

July

- **Independence Day** *July 4, Offices Closed*
- **Last Day of 8-Week Summer Block** *July 9*
- **Last Day of 10-Week Summer Block** *July 23*
- **Intersession** *July 24-August 23*

August

- **8-Week Block A Begins** *August 26*

September

- **Campus BBQ** *September 5*

October

- **GFC MSU Business After Hours** *October 10, 4-6pm, Atrium*
- **8-Week Block A Ends** *October 18*
- **8-Week Block B Begins** *October 28*

December

- **8-Week Block B Ends** *December 20*