

**Executive Team Meeting Notes**  
**June 10, 2019 | 10:00 – 11:30 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.*

<b>Members:</b>	
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	

**Agenda**

<b>1. Summer Staff Appreciation</b>	<b>Presenter:</b> <i>Ms. Jaynes</i>	<b>ET Lead:</b>
Ms. Jaynes will attend an upcoming Staff Senate meeting to discuss an appreciation event for staff this summer.		
<b>2. Criteria for College and Career Readiness</b>	<b>Presenter:</b> <i>Dr. Pasek &amp; Ms. Bonilla</i>	<b>ET Lead:</b>
More information will be brought back to an upcoming meeting or sent via email regarding the criteria for student advisement into Connections 101.		
<b>3. Scholarships</b>	<b>Presenter:</b> <i>Dr. Wolff</i>	<b>ET Lead:</b>
Several area graduates earning scholarships were listed in the newspaper this weekend. It was wonderful to see how many will attend GFC MSU this fall.		

## 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*