

Executive Team Meeting Notes
September 9, 2019 | 9:30 – 11:00 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, Director of Operations	Ms. Taylor Alexander, Communications & Marketing Manager

Agenda

1. Strategic Plan	Presenter: <i>Dr. Pasek</i>	ET Lead:
A final review of the updated Strategic Plan will be ready for review by the College Analysis, Assessment, and Accreditation Committee (CAAAC) by close of business today. The revised Mission Statement will be presented for approval at the November Board of Regents meeting.		
2. Deferring the Application Fee	Presenter: <i>Ms. Bonilla</i>	ET Lead: <i>Ms. Bonilla</i>
OCHE is recommending and presenting a modification to Board of Regents Policy 940.2, changing the language to campuses “may” charge an application fee rather than “should.”		
3. Committee Reporting	Presenter: <i>Dr. Wolff</i>	ET Lead:
Dr. Pasek will take this to CAAAC for review in conjunction with the modifications to the Strategic Plan.		
4. LRBP	Presenter: <i>Dr. Wolff</i>	ET Lead:
<p>Dr. Wolff attended an MSU Long Range Building Program (LRBP) meeting in Bozeman last week. HB 533 has created a new process for allocating state dollars for MUS facilities. There are two types of funding: capital and major repairs. The legislators want to see projects that impact academics. HB 553 is a six-year plan. The .06% replacement value = \$11-12 million put into a pool from which to prioritize.</p> <p>At the meeting, GFC did not submit any items. The deferred maintenance items we could have included were very small and non-critical to operations.</p> <p>Dr. Wolff noted that State A&E and OCHE also attended the meeting, as did OCHE. It was noted if and when new projects are submitted, operations and maintenance must also be approved.</p>		
5. ET Administrative Program Review due 9/30/19	Presenter: <i>Dr. Wolff</i>	ET Lead: <i>Dr. Wolff</i>
Ms. Roberts noted this process is reflective of the past year. The Executive Team will send collaboration pieces to Ms. Jaynes by noon this Friday for compilation.		

Upcoming Events

September

- **Board of Regents** *September 11-12, Montana Tech*

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*