

Executive Team Meeting Notes
December 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 – <i>absent</i>
Dr. Heidi Pasek, Chief Academic Officer	Ms. Lorene Jaynes, Executive Assistant to the CEO/Dean
Ms. Carmen Roberts, Director of Operations	

Agenda

1. Policy 314.1 Eagle Feather	Presenter: <i>Ms. Jaynes</i>	ET Lead:
Policy 314.1 Eagle Feather Ceremony - Distribution of Eagle Feathers completed the two-week campus review process with no comments received. The Executive Team approved the policy as final. Ms. Jaynes will post on the website.		
2. Newman Civic Fellow Reminder	Presenter: <i>Ms. Jaynes</i>	ET Lead:
This is a reminder that the Newman Civic Fellow nominations is due February 3, 2020.		
3. Perkins V	Presenter: <i>Dr. Pasek</i>	ET Lead:
The new needs assessment process for the Perkins V Grant is working well. Jeri Pullum, Special Projects Coordinator, is coordinating and refining the process so all data can be easily gathered. Recommendations for the current cycle will be ready after the first of the year.		

Upcoming Events

December

- **GFC MSU Community Choir Holiday Concert** *December 19, 7:00 pm, Episcopal Church of the Incarnation*
- **8-Week Block B Ends** *December 20*
- **Holiday Luncheon** *December 20, 11:30 am, Heritage Hall*
- **Christmas** *December 25, Offices Closed*

January

- **New Year's Day**, *January 1, Offices Closed*
- **Board of Regents**, *January 13-14, OCHE (Conf Call)*
- **Classes Begin**, *January 13*
- **Economic Outlook Summit**, *January 22, 8am-1pm, Hilton Garden Inn*

March

- **Board of Regents**, *March 5-6, UM Western*
- **Spring Break**, *March 9-13*
- **Elementary Science Fair**, *March 10*
- **Middle and High School Science Fair**, *March 12*