

Executive Team Meeting Notes
September 21, 2020 | 9:00 – 10:30 a.m. | Video Conference

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. Lorene Jaynes, Chief of Staff
Ms. Mary Kay Bonilla, Chief Student Affairs and Human Resources Officer	Ms. Carmen Roberts, Executive Director of Operations
Dr. Leanne Frost, Executive Director of Instruction	Mr. Scott Thompson, Director of Communications & Marketing

Guests:

Ms. Mandy Wright, Interim Director of Library Services, Assessment, and Teaching & Learning Center

Guests

1. CAAAC – Strategic Goal 1.a	Presenter: <i>Mandy Wright</i>	ET Lead: <i>Ms. Roberts</i>
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Ms. Wright shared an update on the institution’s progress on Strategic Goals. Strategic Goal 1 is Promote student success, leading to increased retention and completion. See attachment 1. *(insert Mandy’s PowerPoint)*

Strategic Goal 1.a is to integrate High Impact Practices (HIPs). Ms. Wright noted it is not a requirement to implement all HIPs on campus. She hopes to come up with a checklist for faculty to use. There is no data on this goal yet, but we are on track for 80% of programs to identify at least one HIP by May 2021.

Ms. Wright will be offering training on the HIPs and HIP integration.

The 2021 accreditation report is focused on Standard 2 – Governance, Resources, and Capacity. The 2022 report will focus on Standard 1. Information on the standards may be found at <https://www.nwccu.org/accreditation/standards-policies/standards/>.

Standing Items

2. Reopening/Healthy Start Task Force	Presenter: <i>Dr. Frost</i>	ET Lead: <i>Dr. Frost</i>
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Everything is going well. The weekly newsletter will include mental health information, how contact tracing works, and announce the dashboard.

Agenda

1. Preferred Name	Presenter: <i>Ms. Bonilla</i>	ET Lead: <i>Ms. Bonilla</i>
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MSU has asked that campuses wait until the new Banner 9 software comes out to implement preferred name in D2L. IT will be following up on when the new software may be available.

2. Masks in Yoga Class	Presenter: <i>Dr. Wolff</i>	ET Lead:
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Lifelong Learning will send a reminder that masks must be worn in the building outside of the yoga classroom.

3. Director of Lifelong Learning	Presenter: <i>Dr. Wolff</i>	ET Lead:
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Great Falls Public Schools approached Dr. Wolff with an idea for the director of the Center for Lifelong Learning. Through their work in the Career and College Readiness Center, the Program Coordinator has developed several community partnerships and works with several businesses that hire their students. It was proposed the CCRC Program Coordinator oversee the Center for Lifelong Learning - both community enrichment and customized training – for one year. The Executive Team approved moving forward with this recommendation with an MOU for the arrangement for one year.

4. Other	Presenter:	ET Lead:
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Follow-up:

The Curriculum Committee will report meeting information to Faculty Senate after each meeting.

Strategic Planning

Executive Team Update

September 21, 2020

Mission

Great Falls College MSU provides high quality educational experiences supporting student success and meeting the needs of our community.

Strategic Planning 2016-2022 Monitoring and Reporting

College Assessment, Analysis and Accreditation Committee

Eleazar Ortega, Institutional Researcher and Data Analyst

Dena Wagner-Fossen, Registrar

Jeri Pullum, Special Project Coordinator

Mandy Wright, Interim Director of Library Services, Assessment, and Teaching & Learning Center

Carmen Roberts, Director of Operations

Russell Motschenbacher, Health Sciences Division Director

Updated August 2020

Strategic planning focus for 2020

Strategic Goal 1: Promote student success, leading to increased retention and completion

Strategic planning focus for September

Strategic Goal 1.a.



Integrate high quality, high impact practices.

High Impact Practices

- First-Year Seminars/Experiences (FYS)
- Common Intellectual Experiences (CIE)
- Learning Community (LC)
- Writing-Intensive Courses (WIC)
- Collaborative Assignments/Projects (CAP)
- Undergraduate Research (UR)
- Diversity/Global Learning (DGL)
- ePortfolios (eP)
- Service Learning (SL)
- Internships (IN)
- Capstone Courses/Projects (CCP)

Update on Activities

Identifying where faculty are implementing High Impact Practices

- Collecting information from program assessment plans and individual faculty course reflections

Drafting framing language

- Language that shows how formal definitions relate to our campus

Update on Metrics

There are no data on this sub goal yet.

On track to achieve first goal:

- By May 2021, 80% of programs will identify at least one High Impact Practice

Positives for this sub goal

Faculty are open to examining where HIPs are occurring.

Faculty have indicated they will appreciate framing language to know if what they're doing is truly a High Impact Practice.

Challenges for this sub goal

Once framing language and criteria are determined, making sure people have time to use the resources to be provided.

- Training incorporating NASH modules is being developed but they are heavy on reading.