

Executive Team Meeting Notes
December 7, 2020 | 9:30-11:00 am | 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

Standing Items

1. Healthy Campus Task Force	Presenter: <i>Dr. Frost</i>	ET Lead: <i>Dr. Frost</i>
The college will follow guidelines from the City County Health Department and will move from a 14-day to a 10-day quarantine requirement.		
2. COVID Calls	Presenter: <i>Ms. Bonilla</i>	ET Lead: <i>Ms. Bonilla</i>
Vaccinations have been discussed. No concrete information is available.		
3. Campus Morale Planning	Presenter: <i>Dr. Wolff</i>	ET Lead: <i>Dr. Wolff</i>
Currently in intersession with staggered scheduling for many staff.		

Agenda

1. OCHE Plans for 21-22 Academic Calendar	Presenter: <i>Dr. Wolff</i>	ET Lead:
The college will propose following the regular 8-week block schedule in 2021-22, with an acknowledgement that it may need to move to remote instruction following Thanksgiving. The college would prefer to keep its 8-week Advantage structure rather than introduce a "snowmester" as the 8-week blocks provide the same advantages and the snowmester could cannibalize section enrollments from spring rather than capture additional FTE. Students are already on a plan with advising and can complete pre-requisites sooner through the 8-week blocks. Related instruction for the trades is incorporated into their daily schedule. Spring 2021 will have a shortened break in spring to a Monday and Tuesday rather than a full week and end the semester a few days early.		
2. Two-Year CEO Call Items	Presenter: <i>Dr. Wolff</i>	ET Lead:
<ul style="list-style-type: none"> • Legislative session • System-wide Grant opportunities vetting • Opportunities for DLI assistance with the workforce navigator • MSU-N GEER Grant <ul style="list-style-type: none"> ○ Starting February 16, MSU-N will be here in our 3rd trades bay 		
3. Other	Presenter:	ET Lead:
<ul style="list-style-type: none"> • The OneMSU Consortium with Great Falls College, Gallatin College, and City College will be renamed the OneMSU Network. The three colleges have been working together on the marketing piece • Dental construction – connecting new power and heating systems to the old <ul style="list-style-type: none"> ○ There will be a power interruption soon – a week’s notice will be provided ○ There will have couple of days with not much heat – notice will be provided 		