

Executive Team Meeting Notes

August 22, 2017

8:30 – 11:00 a.m. | Room G2

Executive Team

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

Mr. Lewis Card, Executive Director of Communications, Marketing & Development

Dr. Darryl Stevens, Chief Financial Officer

Guests

Dr. Grace Anderson, Research Analyst

Ms. Dena Wagner-Fossen, Registrar

I. Strategic Agenda

1. SEM *Dr. Anderson & Ms. Wagner-Fossen*

- Presentation today is in response to the AACRAO report and current projects occurring over the past year
- An internal and external environmental scan will be done over the next year-see below

Environmental Scan Project

- Analysis to take place in fall 2017
- Results planned release in early spring 2018
 - Will roll out to ET in pieces and then the finalized report to campus
- Proposed Topics
 1. College Target population and demographic trends
 - Age
 - Employment
 - Income
 - Housing
 - Poverty
 - Crime
 2. Financial climate
 - External & internal to the college
 3. Technological trends
 - As they pertain to higher education & future occupations of our graduates
 4. Gap analysis
 - Students who withdraw
 - Applicant to enroll rate
 - What the college does well, not well, action plans of improvement

Data Presentation

- Academic program assessment
- Academic program total scores
- Academic program snapshot template
 - The new format is easy to read and understand program data
 - Headcount and job placement are included data but not weighted
- Plan for data presentations for future ET meetings
 - Potential topics
 - Choose topics that overlap with ET's planned focus and future discussions
 - Data accessibility
 - Monthly ET meetings with SEM
 - IR data webpage
 - Who: Admin Assistants

- Where: website will be provided by Dr. Anderson
 - Links to external (MUS & others) information
- Data driven action
 - Easier when we plan data presentations that overlap with ET plans
 - Be intentional with data requests
 - How are data and subsequent action plans communicated beyond ET
 - No action is fine so long as it is directly acknowledged and recorded
 - What is the plan when results are counter to planned action
- Next month
 - Overview of data reports available
 - Presentation of a recent shift in data
 - Applicant to Enroll data

2. University Center Update *ET Lead – Dr. Pasek*

- Dr. Pasek presented the University Center proposal to the OneMSU Leadership group at their retreat
- The discussion turned into a brainstorming session with positive interaction from all MSU campuses and OCHE
- It was recognized that access to a public 4-year degree in Great Falls is a challenge
- The Provost group has been tasked to determine next steps
- A meeting is being planned prior to the OneMSU Symposium with a broader audience - OneMSU w/CEOs, Provosts, Registrars, Director of Admissions, CFO

3. Apprenticeships *ET Lead – Dr. Pasek*

- A meeting was held last week with Dr. Kirk Lacy
- We need to be mindful and think about how will apprenticeships may affect the credentials we offer
- We have developed some very good models through Health Care Montana and Lifelong Learning
- Academic Affairs is discussing the model used in Colorado and learning more about it

4. RIDE Goal *ET Leads Drs. Pasek (Curriculum) & Stevens (LRBP)*

- Need more information from President Cruzado to determine point persons and responsibilities
- Fiscal implications are unknown
- There will be an additional visit to Spokane
- Washington is coming here in November and will get more info then
- Dr. Stevens will talk to Terry Leist on an upcoming CFO call to determine any possible fiscal impact

5. Effective Leadership *Ms. Bonilla*

- When we talk about how we are looking at individuals, let's take a step back and think "gray" instead of black or white; think of it from their perspective
- Let go of the "This is the way we have always done it" thinking
- Communicate the direction we are going and leave it to the experts

II. Upcoming Events

- **Classes Begin August 28**
- **Board of Regents September 13-14, Montana Tech**
- **LRBP Visit September 20**
- **Homecoming September 26-27**
- **OneMSU Symposium November 1-2, MSU in Bozeman**
- **RIDE Program Event November 3**