

Executive Team Meeting Notes
November 14, 2017 | 8:30 – 10:00 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

Dr. Heidi Pasek, Chief Academic Officer

Ms. Mary Kay Bonilla, Chief Student Affairs and Human Resources Officer

Ms. Lorene Jaynes, Executive Assistant to the CEO/Dean

Dr. Darryl Stevens, Chief Financial Officer- **ABSENT**

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

Agenda

1. IRPC Recommendations-Final Vote	Presenter: Dr. Pasek	ET Lead: Dr. Pasek
Notes: Executive Team approves the IRPC recommendations.		

2. Campus App – Final Vote	Presenter: Dr. Pasek	ET Lead: Dr. Pasek
Notes: This item is tabled until the next meeting. Mr. Card will be gone next week and will provide comments to Dr. Pasek prior to the next meeting.		

3. CCA Shared Commitment	Presenter: Dr. Pasek	ET Lead: Dr. Pasek
Notes: The Complete College Montana Share Commitment document is due to OCHE in late December. Dr. Pasek will bring a draft, tailored to GFC MSU, back to this meeting.		

Upcoming Events

November

- **Thanksgiving** November 23-24, Offices Closed
- **Symphonic Preview** November 30, 12:00 pm, Heritage Hall

December

- **Holiday Concert** December 7, 7:00 pm, Heritage Hall
- **Christmas** December 25, Offices Closed

January

- **New Year's Day** January 1, Offices Closed
- **Martin Luther King, Jr. Day** January 15, Offices Closed

February

- **President's Day** February 19, Offices Closed

March

- **Spring Break** March 10-18, Offices Open