

**Executive Team Meeting Agenda**  
**December 12, 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

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

Dr. Heidi Pasek, Chief Academic Officer

Dr. Darryl Stevens, Chief Financial Officer

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

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

**Guests:**

Ms. Susan Cooper, Faculty

**Guests**

**1. EAT Team Update**

*See attachment 1.*

**Presenter:** *Susan Cooper*

**ET Lead:** *Dr. Pasek*

Susan Cooper presented information regarding the Essential Action Tools (EAT) Team. OPI and OCHE have been having conversations about student need in the high schools and community colleges. The Executive Team is in full support of this event and will assist as able. Staff will be available to staff the Food Pantry over the holidays.

**Agenda**

**1. Development Board Update**

**Presenter:** *Mr. Card*

Last spring, the GFC MSU Development Board completed an evaluation of Board policies, planning, and membership. All has been revamped to match the direction of the Board's three goals: 1) Build relationships that raise awareness and create opportunities to accomplish the goals of the college; 2) Support key projects that have been prioritized by college leadership and chosen by the development board and CEO/Dean; and 3) Actively participate in fundraising endeavors – 100% participation. Mr. Card noted the Board is always open to finding and working on new initiatives but expressed commitment to continuing to support current projects and initiatives.

**Upcoming Events**

**December**

- **Finals Week** *December 11-15*
- **Open Mic Night** *December 12, 7:00 pm, Heritage Hall*
- **GFC MSU Holiday Luncheon** *December 15, 11:30 am, Heritage Hall*
- **Great Falls Chamber Open House** *December 20, 10:00 am – 12:00 pm, Chamber Office (100 1<sup>st</sup> Ave N)*
- **Christmas Holiday** *December 25, CAMPUS CLOSED*

**January**

- **New Year's Day Holiday** *January 1, CAMPUS CLOSED*
- **Classes Begin** *January 10*
- **Montana Chamber's Business Days at the Capitol** *January 10-11, Helena*
- **Martin Luther King, Jr. Day Holiday** *January 15, CAMPUS CLOSED*
- **Economic Outlook Seminar** *January 24, 8:00 am, Hilton Garden Inn*

**February**

- **MSU's 125<sup>th</sup> Year Celebration**, *February 16-17, MSU in Bozeman*

# Essential Action Tools (EAT) Team Update 2017



# Team Goals for 2017-2018



- To **Increase an Awareness** among Students of Public and Private Assistance **Resources**
- To **Increase Student Access** to Assistance **Resources** (Promote Image of Programs)
- To **Measure Impact** of Providing Resources on **Student Retention**

## Tools for Measuring Success

- Attendance to EAT Day 2017- > 155 students
- EAT Day Student Survey- 155 completed
- GFC MSU Student Government Student E-Mail Survey-77 completed

## To Increase an Awareness among Students of Public and Private Assistance Resources

- 155 students attended EAT Day  
27 Venders
- Do you know about the student food pantry at GFC MSU?  
75.3% said Yes

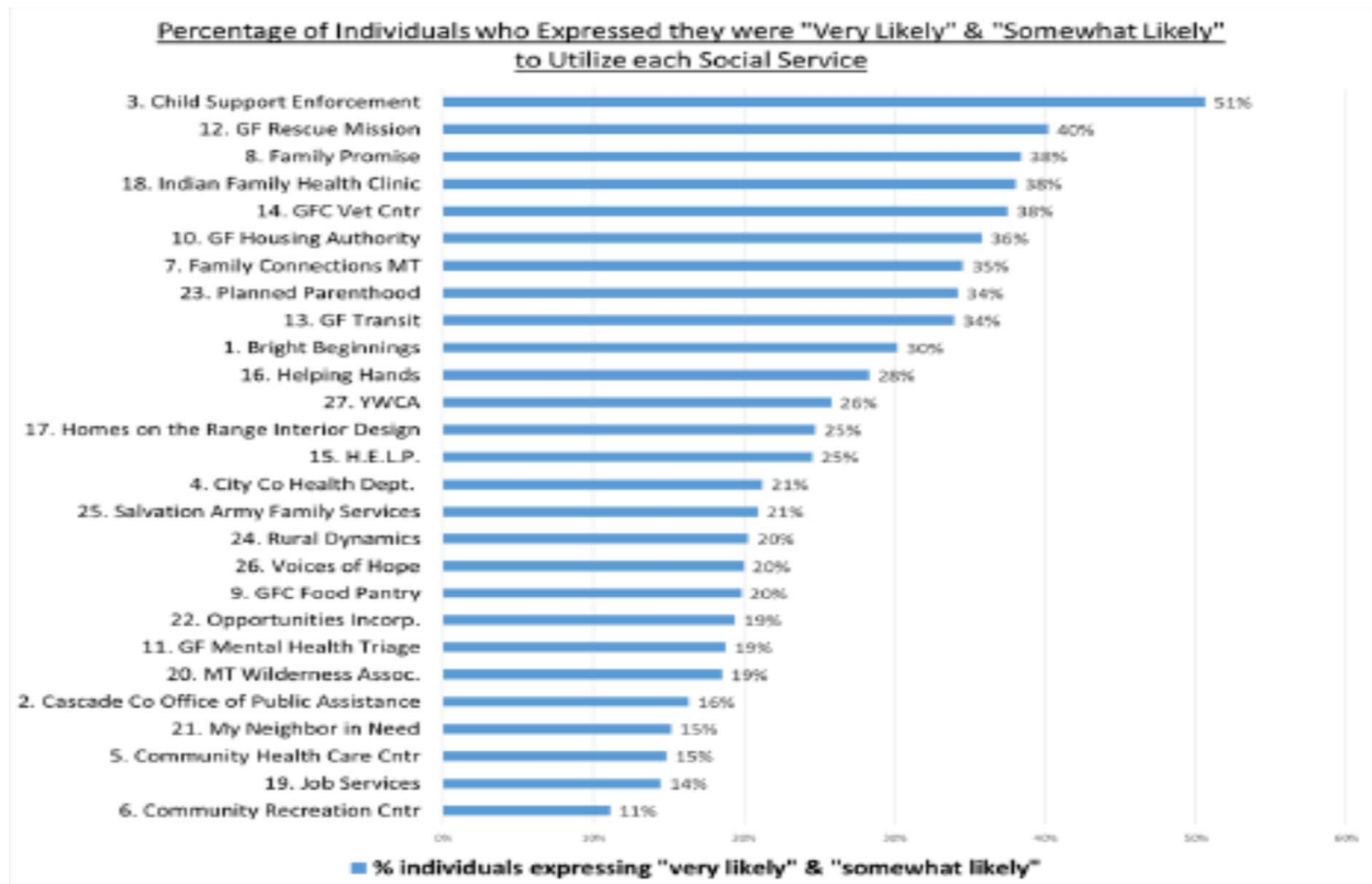
# Attachment 1

What did you like most about EAT Day?	How can we improve EAT Day?
All of the different vendors to talk	NA
It was fun and informative.	More goodies.
The free stuff and info.	Let know how long this takes.
Food	More awareness about it
Lots of great information!	Have each vender have you ask a question before they sign your sheet.
It was extremely informations!!	Nothing
Tons of info	I am not sure
All the info	Good variety-Don't change!
The variety of information tables	Longer times for students in face to face classes.
Lots of useful information	Nothing
I enjoyed finding about programs for students. I had no idea existed right in my community.	NA. Smiley face.
Learning about volunteer activities.	Not sure. It was a pretty great first go.
Free food	NA
The resources available.	Traffic!
Everyone was super friendly.	More people for single people living on their own.
Free food. Great tasting and the credit council (RDI)	No suggestions.
All of it.	Maybe inform us about getting signatures.
It was good to see all the services available to me. I had no idea!	I think it was good.
All the info!	Space the tables more.
But very likely to suport.	Some booths didn't have people at them to answer my questions.
Free food.	Have all booths attended by their people.
Free food. Organizations that I might not know about.	It's fine how it is.
The food.	Inform of all requirements prior to lunch.
Learning more about help for everyday needs.	Inform about all resources prior to lunch.
The amount of people who talked to me about services.	
Learning about organizations in the community.	
Learning about opportunities that I qualify for that I didn't know about.	
Not having to drive/call all these places!	
How helpful and enthusiastic the tables were.	
The food.	
Interacting with people from each organization.	
help for students in need	
free resources for students	
getting to know what is available	
lots of variety of booths!	
the different booths!	
meeting people It was great	
the information keep doing it, it was fun & helpful	
I like the vendors	
booths!	
Lots of information NO	
It's great	
good information for families and providing resources.	Awesome event, no improvements.
learning more	
food and information	
how informative they were	

## To Increase Student Access to Assistance Resources (Promote Image of Programs)

- Very or Somewhat Likelihood that Students would Use Community Resources
- Very or Somewhat Likelihood that Students would Use our Food Pantry







# Have You Ever Utilized the Food Pantry?

Student Government Survey- 77 Students Responded



**18.2 % Yes**

# Do You Know about Essential Action Tools (EAT) and how to use them?

Student Government Survey- 77 Students Responded



- 23.4% Yes, I know about E.A.T. and know how to use it. 18
- 37.7% Yes, I know about E.A.T. but do not know how to use it. 29
- 39.0% No, I do not know about E.A.T. nor how to use it. 30

# To Measure **Impact** of Providing Resources on **Students Retention**

- Need to Track With Student Identification Number

## Spring EAT Day

- 1/16 Heritage Hall Currently 9 a.m.-2 p.m.
- Becoming A Successful Student Class Assignment
- Ask Faculty to Give Bonus Points for Attendance

# Need To Promote EAT DAY on Campus

Can We Count on Your Support??

