

Executive Council Meeting Agenda

May 14, 2026 | 3:00 pm – 4:30 pm | 1401

Purpose Statement: *Executive Council 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. Stephanie Erdmann, CEO/Dean	Ms. Carmen Roberts, Executive Director of Finance & Administration
Dr. Leanne Frost, Executive Director of Instruction and Student Success	Mr. Troy Stoddard, Executive Director of Student Services
Ms. Quincie Jones, Executive Director of Career and Technical Education	Mr. Scott Thompson, Executive Director of Community Relations
Dr. Eleazar Ortega, Director, Institutional Research and Effectiveness	Ms. Kristi Voboril, Senior Executive Assistant
Mr. Philip Carr, Executive Director of Technology and	

Agenda

Time	Topic	Responsible	Outcome
5 min	EC minutes from 4.9.26	Dr. Erdmann	Review and approve
5 min	Call for Additional Agenda Items	Dr. Erdmann	
10 min	Policies:	Ms. Roberts	Review and approve
10 min	College Council Planning <ul style="list-style-type: none"> • Org Changes to share 	Dr. Erdmann	Discussion
10 min	Suggestion Box: <ul style="list-style-type: none"> • Staff Sugg – Employee training • Student Sugg – Program suggestions • Staff Sugg – Staff Senate Plaque • Student Sugg – Canvas outage/email communication • Student Sugg – Bookstore selection 	Dr. Erdmann	Discussion
10 min	MUS Mental Health Wellbeing Task Force	Dr. Erdmann	Discuss approach to determine task force members
1 min	Expansion of RDH Update	Dr. Erdmann	Informational
5 min	Position approval	Ms. Jones	Approval
5 min	Second Draft of 2027 NWCCU Standards	Dr. Ortega	Informational
10 min	NASH Metrics Academy	Dr. Ortega	Decide on 4 th person
10 min	Dual enrollment project with GFPS	Dr. Frost	Informational
10 min	US DHHS Child Care Access Means Parents in School (CCAMPS) Grant	Ms. Roberts	Discuss and approve applying for this grant
10 min	EC Retreat	Everyone	Discussion

Topic	Discussion	Action
Approval of EC minutes	Minutes were approved as written. Posted minutes can be found here	1 st Mr. Thompson 2 nd Mr. Carr Approved
Call for Additional Agenda Items	No additional items	
Policies:	No policies	
College Council Planning	The agenda for June's College Council was reviewed and changes were made as necessary.	
Suggestion Box	Multiple student and staff suggestions were discussed, including requests for new programs, food options, use of campus emails, staff senate plaque and improved training/support for Microsoft Office and Teams. The suggestions will be addressed at June's College Council	Ms. Voboril will ask IT to add verbiage to the suggestion box webpage to let submitters know where their issues will be addressed
MUS Mental Health Wellbeing Task Force	Ms. Roberts informed Executive Council what was discussed at the MUS Mental Health Wellbeing Task Force meeting she attended in Helena earlier this week. Several people on campus have already volunteered to be on the campus led taskforce and more will come on this project.	
Expansion of RDH Update	Dr. Erdmann gave an update on the RDH expansion. Many dental associations have reached out and had questions regarding the program. Many good discussions and ideas have come from these	
Position approval	Ms. Jones asked Executive Council for approval to hire an Allied Health Workforce Development & Apprenticeship Coordinator	1 st Dr. Frost 2 nd Ms. Roberts Approved
Second Draft of 2027 NWCCU Standards	Dr. Ortega presented changes in the 2027 NWCCU standards, emphasizing progress tracking, improvement plans, onboarding/training, and evaluation of student support services. The group discussed implications for administrative review processes and documentation requirements.	
NASH Metrics Academy	Dr. Ortega, Mr. Stoddard, and Ms. Jones shared information from the NASH Metrics Academy meeting they attended. OCHE is developing a student return on investment dashboard, combining institutional and labor market data.	
Dual enrollment project with GFPS	Dr. Frost shared a conversation with Lance Boyd and bringing dual enrollment students on campus for a variety of programs.	

US DHHS Child Care Access Means Parents in School (CCAMPS) Grant	Ms. Roberts asked for approval from Executive Council to proceed with applying for a grant that would assist with the childcare center, student support, teacher salaries, and other financial aspects of the Child Care Center and student support.	
EC Retreat	The group discussed an upcoming EC retreat, including creating one-pagers for the new CEO/Dean, team-building activities, and logistics for lunch and location.	Ms. Voboril will create a template for the one pager.

In the Executive Council meetings, I will:

- Be real.
- Be supportive.
- Be open-minded.
- Be mindful.
- Be curious, not judgmental.
- Speak when it is my turn.
- Use the parking lot.
- Laugh with, not at, someone.
- Use the pause button when necessary.
- Immediately address a situation and not let my thoughts or feelings fester.
- Work out any problems with the individual involved.
- Support my committee members.