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‘Jacket Leadership Team Meeting Minutes

August 10, 2021

Meeting held in person, began at 2:00 pm

**COVID-19 Update:**

Provost Dr. Sep Eskandari updated the group on the indoor face mask recommendation and advised that while masking is strongly recommended, it is not required. He explained the shift from the COVID Incident Command emergency model to a COVID Task Force which looks more like our regular shared governance model led by the Provost as Incident Commander and Vice Chancellor Kim Hayworth as Task Force lead. Dr. Hayworth reminded everyone that the situation regarding COVID remains fluid, and directed everyone to the COVID-19 Central Page for the latest information and FAQs.

Director of Student Health Services Darla Tyler-McSherry reiterated instructions to maintain good hand hygiene, wear a mask, stay home if sick or feeling unwell, and get vaccinated.

**Marketing Update:**

Shiloh Skillen-Robison of University Communications and Marketing presented MSUB’s new marketing campaign called “Be U @ MSUB”. The campaign materials are available on the UCAM page of the website, and include new photos, slides, and “elevator speech” talking points all within the new campaign’s focus on helping potential students envision themselves at MSUB, feeling accepted, and benefiting from our focus on student success.

**Space Usage Policy:**

V.C. for Student Access and Success Dr. Kim Hayworth presented the Center For Engagement policy draft on booking rentable spaces on campus for which CFE is responsible. She explained that it does not supersede the existing *Facility Use and Policy Procedures* guide, which is on the MSUB website. The group was reminded not to schedule classes using the online EMS system, and that all academic space assignments are done through the Registrar’s office. Discussion followed on the policy draft. Because there were suggestions made for changes, a new draft of the revised policy will be presented at the next ‘JLT meeting.

**Mass Text Messaging Policy:**

Director of New Student Services Kristin Peterman presented a slide show outlining the benefits of reaching students through text messaging as opposed other methods. The group discussed a draft of the MSUB Mass Text Messaging Policy on which Dr. Hayworth collaborated with CIO Brett Weisz.

Mass Text Messaging Use on Campus:

V.C. Dr. Hayworth led a discussion on the effectiveness and potential pitfalls of communicating with staff, faculty and students through mass text messaging. Best practices and criteria for when and how mass texting should be used were discussed.

Campus Health and Wellness Initiatives:

Chancellor Hicswa gave a brief overview of the discussion regarding mental health that took place at the previous Cabinet meeting. Director of Student Health Services Darla Tyler-McSherry presented information on the three programs that the MUS supports for MSUB to promote mental health. “Kognito”, available to faculty, staff and students, offers training on approaching difficult conversations with someone suffering from mental health concerns. The application “U@ College” can be downloaded free by students to phones and smart devices. “Thriving Campus” is a referral system to connect struggling students with community resources quickly, which is particularly beneficial in more remote areas which are common in Montana. “Question Persuade Refer (QPR)” and “Mental Health First Aid” trainings will continue to be offered for staff and faculty. Darla reminded the group that even before the COVID pandemic, mental health issues were common and relevant and one of the goals of Student Health Services is to provide help to students without a financial barrier.

**Yellowstone Science and Health Building Opening:**

All staff, faculty and students are invited to the Yellowstone Science and Health building Ribbon Cutting ceremony September 7th from 4:00 to 7:00 pm. Speakers include the Chancellor, President Cruzado, Foundation Board of Trustees Chair and donors. Building tours will be available, and the following day, the new building will open for classes.

**Chrome River Training:**

Business Services Director Barb Shafer’s office will begin offering monthly training in Chrome River starting August 19th.

**Athletics Open House/ Fan Fest:**

An Athletics Open House will be held August 19th at 6:00 pm on the Softball Field. This is an opportunity for staff, faculty and community members to meet new Athletic Director Michael Bazemore and coaches, and learn about athletic programs.

**Fall Library Lecture Series:**

The fall library lecture series begins October 5th and features lectures every Tuesday in October within the theme “ALL Things Montana”. Topics range from history to geology to local lore and are held in Petro Theater. More information can be found at the MSUB website on the Library’s page.

**Fall Semester Kick-Off August 26th:**

Faculty return to campus August 23rd, and the Provost, Deans and department chairs are organizing meetings for which the Chancellor’s residence is available if needed. August 26th will feature the State of the University Address during which Chancellor Hicswa will highlight the accomplishments of last year and share MSUB’s vision for student success in the coming year. The address will be livestreamed and recorded. It will be followed by an all-campus information fair, and later in the day all faculty and staff are invited to an open house at the Chancellor’s residence.

**What is Your Why?:**

Chancellor Hicswa opened a group discussion for each ‘JLT member to consider and speak about why they work at MSUB. Discussion followed, and the Chancellor invited further comments to be shared by emailing Natalie after the meeting.

Meeting adjourned at 3:35 pm.

Notes taken by Natalie Preston.