



**'Jacket Leadership Team Meeting Minutes
October 12, 2021**

Meeting held in person with Web-ex option in McDonald Hall Room 355, began at 2:00 pm

Announcements:

Chancellor Hicswa announced that sub committees continue to work on their areas of the Strategic Plan. They produce an annual progress report at the end of each academic year.

Chosen Name:

Cheri Johannes, Registrar, shared new section of website explaining how chosen name can be used in new system. The corresponding MyInfo link goes live October 21st, and is in the same section as where address changes can be input. It includes information on circumstances where chosen vs. legal name can be used. It does not replace a legal name change and there is a separate policy for legal name changes.

Policy:

Chancellor Hicswa reviewed the steps of the new policy process.

Text Messaging Policy:

The team reviewed the Text Messaging Policy draft. A motion was made for approval, and seconded. A clause for exceptions for special circumstances was requested to be added, based on the number of people being reached with text. Specific language was discussed for addition to the policy. The team voted on the new language and the amendment passed.

Space Usage Policy:

The team reviewed the Text Messaging Policy draft. A motion was made for approval, and seconded. A question was then raised about which policy related to space supersedes the other. A request was made to change the word "additional" to "separate" in the second paragraph. The team voted on the new language and the amendment passed.

Another question was raised about ultimate Vice Chancellor approval over policy when there are academic spaces involved, discussion followed. The team concluded that language existing in policy draft addresses the question. A suggestion was made to move second sentence on e2 to beginning of paragraph. A question was raised about technology training in logistics as in

section B2. Language was added. The team voted on the policy with two amendments, policy passed.

Admin General Policy:

Maureen Brakke, Director of University Communications and Marketing, reviewed proposed policy for guidelines on what merits an Admin General.

Discussion:

The team discussed retention of staff and faculty on campus.

Meeting ended at 3:30.