

Please share all information from today's meeting with the stakeholder group you represent.

INFORMATION

Chancellor Hicswa introduced Richard Beer, Interim Provost and Vice Chancellor of Academic Affairs. Richard began as interim provost in November and has been on campus in person since December after finishing a teaching commitment.

Chancellor Hicswa introduced Dan Carter, Director of University Communications and Marketing, who began on January 6. This is Dan's second time working for MSUB in a role similar to his previous position as Director of University Relations.

Tuition and Fees – Barb Burows, Director of Business Services

Barb Burows gave a brief overview of the proposed tuition and fee increases for the current biennium. The proposed tuition increases are 3% for residents, and 5% for non-residents. The current proposal for mandatory fee increases is 5.5-6%. Once the Board of Regents approves tuition and fee increases, they will be accounted for in the budget.

First Day Complete Update – Jana Marcette, Interim Director of Strategic Academic Initiatives

Jana Marcette announced that the steering committee working on the First Day Complete textbook rental program through Barnes and Noble College (BNC) has identified four categories of requested exemptions from the program. After many conversations, three options have emerged for next steps in the contract negotiation process with BNC. Sending out a faculty survey of options has been discussed. Based on timing required for the contract with BNC, a decision is needed by early February.

Policy Process Update – Jana Marcette, Interim Director of Strategic Academic Initiatives

Jana Marcette announced that the subject matter expert group reviewing the non-allowable expenses policy draft checked the equivalent MSU Bozeman policy for comparison. They discussed separating gifts and awards from policy. The group will meet again and return with a revised policy draft for 'Jacket Leadership Team in February.

Provost Search Update - Cheri Johannes, Executive Director of Office of Academic Success

Cheri Joahnnes, Search Committee Chair, reported on the schedule of constituent focus groups, including students, for the campus visits for the four provost finalists. Redacted application materials for the finalists and the link to provide feedback to the committee were distributed via Admin General.

Open Forum Schedule:

Dr. Scott Billingsley Tuesday Jan 21 4-4:50pm COE 427

Wednesday Jan 22 9:30-10:20 HSCT 119

Dr. Jonathan Mercantini	Tuesday Jan 28 Wednesday Jan 29	4-4:50pm COE 427 9:30-10:20 HSCT 119
Dr. Lee Vartanian	Tuesday Feb 4 Wednesday Feb 5	4-4:50pm COE 427 9:30-10:20 HSCT 119
Dr. Ron Loggins	Monday Feb 10 Tuesday Feb 11	4-4:50pm COE 427 9:30-10:20 HSCT 119

PRESENTATION

Healthy Minds Survey Results – Paula Highlander, Director of Human Resources

Paula Highlander reminded the group that the Healthy Minds Survey is part of MSU Billings' Belong and Be Well initiative, but the survey was provided by the Office of the Commissioner of Higher Education (OCHE) and has been taken by many institutions nationwide. She presented the high-level findings from the survey analysis that were outlined by the materials distributed with the agenda. (See Attachment 1)

Table Discussion and Reports - Applying the Results of the Healthy Minds Survey

Table groups considered three questions as provided in the document (See Attachment 1), relating to satisfaction and burnout discrepancy, suggestions for resources or new procedures to improve the working environment at MSUB, and how physical activity and participation in wellness programs on campus can be encouraged.

Table groups reported on their discussions of each topic. Common themes included efficiency, work-sharing and cross-training of employees, and training resource guide creation and maintenance.

Updates/Announcements (reprinted as submitted)

Kathleen Thatcher, Director of Assessment and Accreditation

The Year 7 NWCCU visit will take place October 8-10, 2025. Please mark this on your calendars. If you receive a request for information related to the year 7 report or visit, please be timely with your response. The College of Education will host their accreditors (CAEP) virtually April 9-11, 2025. Please support the faculty and staff in COE during this important re-accreditation process.

Program assessment reports for City College (April), College of Education (March), and the College of Liberal Arts and Social Sciences (March) are due this spring. Additionally, co-curricular program assessment reports for Academic Affairs and Students Access and Success are due this May. These documents will be considered during the NWCCU's Year 7 report and visit. Please use the support of the Assessment and Accreditation office in advance of these due dates to be sure your program has what it needs to be successful with your assessment efforts.

Paula Highlander, Director of Human Resources

We have had training for the Safety and Maintenance Coordinators and Designees. Communication was sent via admin general to the campus community on January 10, 2025 regarding the updates.

The links to the Tuition Waivers have been updated to the HR Intranet and the policy is now live on the website and intranet. https://www.msubillings.edu/humres/policies/402.4 - Faculty Staff Tuition Waiver.pdf.

Spring Wellcheck dates are February 27th and April 15-16 in the Beartooth Room of the SUB; more information forthcoming.

Sign up as soon as possible for Spring Pilates and Yoga if you are interested.

Cara Virostko, Chair of Staff Senate

Staff Senate is hosting a Super Bowl Party on Friday, February 7. We are also co-sponsoring with ASMSUB a Single Elimination Ping Pong Tournament on Friday, January 17 from 2-4pm. Space is limited. Email Cara by 5pm Thursday.

Krista Montague, MSUB Foundation and Alumni CEO

The 2025 MSUB Foundation & Alumni Wine & Food Festival is scheduled for April 17 and 18. This festival is our premier annual fundraising event for student scholarships, now in its 33rd year. Our staff and volunteers are working hard to prepare, and we are inviting you to be a part of it! Last year, we were proud to raise over \$400,000 (net) to benefit student scholarships.

We are excited to announce that we have reimagined the Wine & Food Festival, reducing it from six events to two. This change aligns with our shift of focus to our major giving program. We are striving to prioritize the cultivation and stewardship of our donors in more meaningful and impactful ways, shifting away from work-intensive fundraising events, all while still honoring the history and impact of our Wine & Food Festival.

Tickets for the two events will go on sale March 1, and more information can be found here: <u>2025 Wine & Food Festival - Montana State University Billings Foundation & Alumni</u>

This year's Wine & Food Festival coincides with MSUB's Spring Mini Break, which we expect will affect the availability of our student volunteers. We encourage you to share the volunteer opportunity link https://msubfoundation.galaxydigital.com/ with friends, neighbors, family members, business associates who have shown an interest in helping out during the 2025 MSUB Winefest: April 17 – 18, 2025. Please reach out to Jodi Byrne at the Foundation 406-657-2244 or jodi.byrne@msubfoundation.com with any questions or for more information. Thank you in advance!

Healthy Minds Study Survey: Faculty and Staff

Since it piloted in winter 2021, the HMS Faculty/Staff Survey has helped institutions understand their faculty and staff's mental health and perceived ability to help students with mental health concerns. https://healthymindsnetwork.org/hms-faculty-survey/

MSUB DATA OVERVIEW

Launched February 5, 2024

Closed February 23, 2024

Distribution: 538 Employees

Responses: 160

31 Faculty

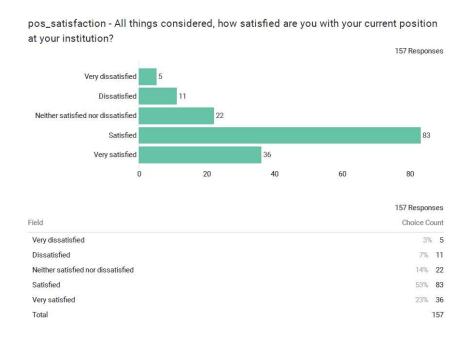
129 Staff

Response Rate: 29.7%

NOTE: Average Participation Rate is 30%

POSITION SATISFACTION

*76% of respondents are satisfied or very satisfied with their position.

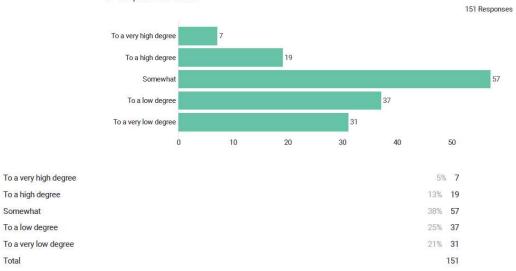


BURNOUT

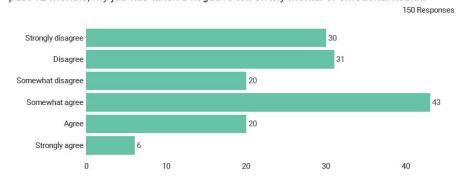
*55% of respondents stated that they are somewhat burned out to a very high degree of burnout related to their work?

*46% of respondents indicated that they somewhat to strongly agree that their job has taken a negative toll on their mental health

burnout_work - Do you feel burnt out because of your work? Work-related burnout is a state of prolonged physical and psychological exhaustion, which is perceived as related to the person's work.



burnout_toll - How much do you agree or disagree with the following statement? In the past 12 months, my job has taken a negative toll on my mental or emotional health.

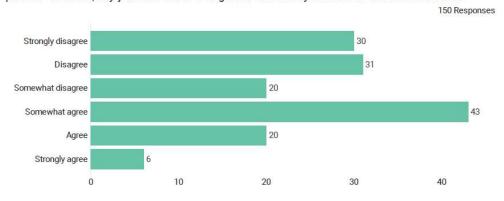


	150 Responses
Field	Choice Count
Strongly disagree	20% 30
Disagree	21% 31
Somewhat disagree	13% 20
Somewhat agree	29% 43
Agree	13% 20
Strongly agree	4% 6
Total	150

NEGATIVE IMPACT- WORK PERFORMANCE

*46% of employees indicated that they somewhat agree to strongly agree that their job has taken a negative toll on their mental or emotional health.

burnout_toll - How much do you agree or disagree with the following statement? In the past 12 months, my job has taken a negative toll on my mental or emotional health.



	150 Responses Choice Count			
Field				
Strongly disagree	20% 30			
Disagree	21% 31			
Somewhat disagree	13% 20			
Somewhat agree	29% 43			
Agree	13% 20			
Strongly agree	4% 6			
Total	150			

NOTE: Employees had the option to select more than one area.

31% Stress

29% Lack of Quality of Sleep

23% Anxiety

17% Depression

14% Financial Concerns

burnout_exp - Within the last 12 months, have any of the following negatively impacted your work performance and/or productivity?

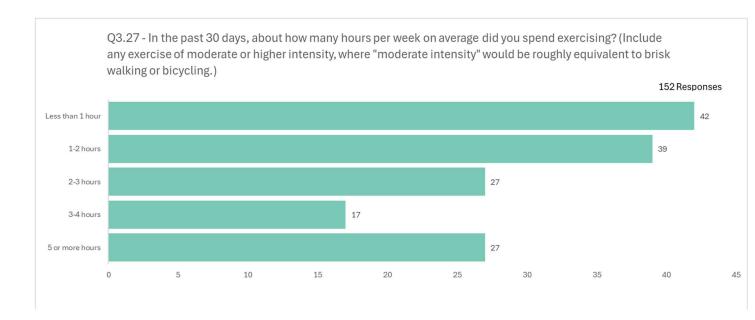
151 Responses

Field	I did not experience this issue/not applicable.		I have experienced this issue, but my work performance/productivity has not been affected.		I have experienced this issue, and it negatively impacted my work performance/productivity.		Total
Anxiety	33%	50	44%	66	23% 3	34	150
Depression	52%	78	31%	46	17% 2	26	150
Mental health challenge other than anxiety/depression	83%	121	14%	20	3%	5	146
Stress	11%	16	59%	88	31% 4	16	150
Financial concerns	44%	67	42%	63	14% 2	21	151
Experiencing discrimination	89%	132	8%	12	3%	4	148
Death of a close friend or family member	80%	119	11%	17	8% 1	12	148
Lack of quality sleep	27%	40	44%	66	29% 4	13	149
Violence in my home	100%	147	0%	0	0%	0	147
Personal use of alcohol or drugs	91%	133	7%	10	2%	3	146
A close friend or family member's use of alcohol or drugs	92%	136	6%	9	2%	3	148

^{*}Employees have indicated that the following have negatively impacted their performance.

EXERCISE

*71% of employees indicated that they exercise 3 or less hours per week.



	152 Responses				
Field	Choice Count	Choice Count			
Less than 1 hour	28% 42	2			
1-2 hours	26% 39)			
2-3 hours	18% 27	7			
3-4 hours	11% 17	7			
5 or more hours	18% 27	7			
Total	152)			

QUESTIONS FOR JLT ROUNDTABLES

- *Please come to the JLT meeting on January 14, 2024, with ideas for action items that we can implement on the MSUB campus. We will meet in groups to discuss the following questions.
- 1-There is discrepancy in the data, between position satisfaction and burnout. As leaders in your department(s) what can we attribute the burnout to since most individuals are satisfied with their position?
- 2- What resources, training, and/or implementation of new procedures would be valuable to employees to promote well-being and provide a working environment that has a positive impact on mental health?

3-How can we encourage physical activity for campus community members? Additionally, how do we encourage participation in MUS Wellness Programs and initiatives led by our MSUB Wellness Champions?

"Physical activity has many well-established mental health benefits. These are published in the Physical
Activity Guidelines for Americans and include improved brain health and cognitive function (the ability to think, if you will), a reduced risk of anxiety and depression, and improved sleep and overall quality of life.

Although not a cure-all, increasing physical activity directly contributes to improved mental health and better overall health and well-being. https://odphp.health.gov/news/202112/physical-activity-good-mind-and-body#:~:text=Physical%20activity%20has%20many%20well,overall%20health%20and%20well%2Dbeing.