



**'Jacket Leadership Team Meeting Minutes
September 12, 2023**

Meeting began at 2:03 p.m.

Campus Store Transition:

Vice Chancellor for Administration and Finance Leslie Weldon continues to work on the contract with Barnes and Noble, who is scheduled to take over operation of the campus store this fall. They will retain the same online textbook ordering service, so service will be uninterrupted for students. The store will be closed the week of October 9th for the transition.

Parking Agreements:

Leslie's office is working on two parking agreements, one with community partner Intermountain Health and one related to the lease of McDonald Hall to a non-MSUB entity. She is currently awaiting contract review by the MSU legal department and will update campus when she has details to report.

McDonald Hall Transition:

Leslie confirmed that the College of Business has completed their move into the College of Education building. McDonald Hall is now ready for a new lessee to move into the building.

'Jacket Giving Day:

MSUB Foundation CEO Krista Montague presented the timeline for 'Jacket Giving Day (see attached). Additional details will be announced in October. The Wine and Food Festival planning has begun for the April 2024 event.

Sodexo Update:

Dining Services General Manager Nathan Trent announced that Sodexo produced an updated catering menu with new pricing and portions designed to reduce food waste. Once it has been added to the Event Management System (EMS) he will notify 'Jacket Leadership Team. The changes are designed to help meet contract requirements and simplify ordering catering for departments on campus. Sodexo will also be expanding the menu offerings at the Sub Connection in the Liberal Arts Building.

MUS Shared Services Policy Change:

The Montana University System IT was audited and areas that need improvement were identified. The Board of Regents has therefore changed policy to increase the oversight provided by flagship campuses to affiliate campuses. The changes are designed to increase security and improve efficiency between campuses.

Academic Recruitment Policy (first reading) and Administrative Recruitment Policy (first reading):

'JLT discussed policies for employee recruitment that clarify and codify expectations for search committee members and how to accommodate candidates invited to campus. The proposed policies for academic recruitment and administrative recruitment are parallel to one another.

Reminders:

Chancellor Hicswa reminded everyone to stay home when sick, and to set this example to encourage all employees to do so in consideration of their co-workers. She also urged everyone to use vacation time. Additionally, the Chancellor encouraged employees to dispose of excess furniture, equipment, and documents. There will be a mobile shredding unit on campus in October to help us follow the records retention directive and eliminate unnecessary records.

***Gracious Space* Book Discussion pp. 1-16:**

Vice Chancellor for Student Access and Success Kim Hayworth led discussion on pages 1-16 of *Gracious Space*. 'JLT members spoke about how they define a "gracious space" and who needs one. Kim provided an overview of the benefits of a "gracious space", that within this type of environment people can question, collaborate, learn, act with clarity, build trust, and disagree without fear.

The October 10th meeting book discussion will cover pages 17-23.

Meeting concluded at 3:30 pm.

Notes by Morgan Fradenburgh and Natalie Preston.