



**'Jacket Leadership Team Meeting Minutes  
November 14, 2023**

**Meeting began at 2:00 p.m.**

**Military and Veterans' Success National Ranking:**

Chancellor Hicswa congratulated Shane Grantham, Director of the Military and Veterans' Success Center, on MSUB being ranked #59 in the nation by the Military Times Best for Vets ranking for 2023.

**Cybersecurity Training:**

Brett Weisz, Director of Information Technology, announced that October was National Cybersecurity Awareness Month. The required annual cybersecurity training is now available. Only 37% of faculty and staff have completed the training so far. The content is informative and uses common occurrences as teaching examples.

**Holiday Lighting Ceremony:**

Dr. Hicswa announced that the second annual Holiday Lighting Ceremony will take place on Thursday, November 30 on the south steps of the administration building at 5:00 p.m. Family, friends, and neighbors are invited to join for hot cocoa, apple cider, and holiday music.

**Communications and Marketing Update:**

Brandon Irby, Director of Marketing and Communications, shared his vision for the future work of the department. Brandon shared the importance of our brand as a strategic asset. He is working with many campus departments to understand the uniqueness of our brand and how to best leverage it. He highlighted the success of alumni and the distinction of faculty as the two most important aspects of MSUB's brand message. Director of Admissions, Ed Brown, added that the new Branding Guide was complete and featured on the website. The goal of the guide is to provide resources to streamline and establish consistent use of the MSUB brand. Anyone who needs to order items for SWAG or events is encouraged to utilize the form on the website.

**Healthy Minds Survey:**

Kim Hayworth, Vice Chancellor for Student Access and Success, announced that the Montana University System (MUS) will participate in Michigan State University's "Healthy Minds" Survey, a survey about mental health and access to mental health resources on college campuses, which has had more than 500,000 respondents nationwide. She thanked Paula Highlander and Jerry Girard for their assistance. They plan to launch the survey to all students, staff, and faculty.

**Stay Interview Process:**

Paula Highlander, Director of Human Resources, encouraged the team to conduct stay interviews with their direct reports. Several members of the Chancellor's Cabinet completed stay interviews as a pilot program. It is recommended to provide employees with the questions prior to the interview so they have time to prepare their answers.

***Gracious Space Discussion:***

Amber West Martin and Sunny Day Real Bird led discussion on creating community and inclusivity. They then led an activity for each person in the room to randomly select another person with whom to meet sometime during the upcoming weeks. This exercise is designed to give everyone the opportunity to spend time with someone they may normally not interact with in their daily work. Everyone was instructed to be prepared to report on this assignment at next month's meeting.

*(Read pp. 37-42 for December 12<sup>th</sup> meeting)*

**Meeting adjourned at 3:31 p.m.**

**Minutes by Natalie Preston**