



‘Jacket Leadership Team Meeting Minutes

August 15, 2023

Meeting began at 2:00 p.m.

Introduction of New Members-

Chancellor Hicswa introduced Dr. Ann Beste-Guldborg, Dean of the College of Education, and Justin Rife, Interim Facilities Director. She welcomed President David Russell of Associated Students of Montana State University Billings (ASMSUB). A student representative from ASMSUB will attend ‘Jacket Leadership Team (JLT) meetings going forward.

Policy Process-

Dr. Hicswa reviewed the need to systematize policy creation and review and organize policies. The current process is to submit policy ideas to the supervisory Vice Chancellor who will review and present to the Chancellor’s Cabinet. Once the Cabinet has reviewed, the policy draft shall be given a first reading at a ‘Jacket Leadership Team meeting. JLT members are encouraged to discuss the proposed policy with their teams, then return additional feedback to their supervisory Vice Chancellor. The policy will then be presented for a second reading at a subsequent JLT meeting. Dr. Hicswa responded to questions regarding the difference between policy and procedure.

***Gracious Space* Shared Reading-**

Dr. Hicswa introduced and distributed the book *Gracious Space* by Patricia M. Hughes. JLT will read the book throughout the semester and discuss sections at JLT meetings. Members interested in facilitating a discussion session should email Natalie Preston.

Campus Communication-

Chancellor Hicswa reminded the team to share announcements and discussion from JLT meetings with their direct reports. One of the purposes for this group is to disseminate information. Natalie will distribute meeting minutes within two weeks, and they will be posted to the website.

Parking-

Chancellor Hicswa announced that some changes will affect parking on campus. Leasing McDonald Hall to an outside business will make it necessary to include parking spaces, for an additional fee, in the building lease terms. The University is also working to partner

reviewed by the campus. The Chancellor will then make a formal recommendation to MSU President Waded Cruzado. The building name will require approval by the Board of Regents.

Meeting adjourned at 3:30 p.m.

Minutes by Natalie Preston