

**PROFESSIONAL COUNCIL MEETING  
MONTANA STATE UNIVERSITY  
WEDNESDAY August 19, 2009  
Procrastinator Theatre Loft  
1:30 PM – 2:30 PM**

**Members Present:** Sheryl Dettmann, Erika Swanson, Matt Rognlie, Betsey Pitts, Jeff Butler, Stacey Scott, Elizabeth Brock for Carolyn Plumb, Chris Bauer, Adam Edelman, Nancy Filbin

***Should PC Retain Membership on UGC?***

- History - The University Governance Council provides a means for faculty, professionals, and administration to interact and to discuss, formulate, and recommend University policy to the appropriate University authority. The Faculty Council and Professional Council Constitutions describe the powers of the University Governance Council to recommend such policy, always within the constraints of the Montana University System powers as described in the Constitution of the State of Montana.
- UGC provides PC with a voting entity. It also provides a vehicle for PC to meet and have a voice with the BoR via the OCHE. UGC has not met, however, in the last year and a half. Faculty Senate would like PC to determine whether they would like to continue to participate in this entity or not and whether it should continue to be referenced in the Constitution.
- It was noted that ASGL provides a communication forum for representatives from Faculty Senate, Professional Council, Staff Senate, and ASMSU (shared governance leaders) to effectively discuss issues relevant to the Association as well as other MSU governing bodies. ASGL communicates with the MSU Administration and other groups as necessary. Each member organization maintains independent communication with the MSU Administration and other groups. ASGL members do not have voting rights.
- PC decided to continue their membership in UGC.
- Motion for Julie Tatarka to continue as PC Steering Committee rep → seconded → all in favor → unanimous.

***UPBAC Subcommittee for Evaluating Budget Proposals – Jeff Butler***

- The subcommittee has been working on procedure such as guiding principles and procedures.
- Employees have submitted 160 proposals. Each proposal goes through a 2-stage filtering process. The first process determines whether the submission is outside the scope of inquiry and/or deemed infeasible for impacting the state budget. If so, it is eliminated. The second filtering process is used to determine if enough specifics are provided by the submitter. From there, and assuming a concept passes through the first two filters, an assessment is made relative to its likely financial impact and time-frame. Finally a targeted investigation using quadrants takes place. The quadrant is an “Assessment Matrix Depicting Action” and has an x-axis, “Implementation Timeframe,” and a y-axis, “Probably Value of Investment or Cost Reduction.”

***PC Email List – Adam Edelman***

- Adam has constructed four separate lists of professionals: academic, administrative, research and student affairs. Codes were pulled from BANNER, and job titles dictated where the employees were categorized. Some of the categorizations are questionable, as the same job may have many descriptions; PC would like to discuss with Human Resources. Additionally, updating the lists is presenting a challenge.
- PC will continue to manage its listserv carefully. All messages will come from our “Professional Council” email; Betsey Pitts and Stacey Scott will author them. Voting and results will be sent to Gale.

The meeting adjourned at 2:30 PM, as there was no other business.

*Signature*

Sheryl Dettmann, Chair

*Signature*

Gale Gough, Secretary