The meeting was called to order at 1:15 PM by Chair, Doralyn Rossmann. A quorum was present. The minutes of January 18, 2006 were approved.

**BOR meeting – March 1-3, 2006**
- Leslie Taylor has not received any new changes to the professional contracts language since January. It is not presently on the BOR agenda. As soon as Leslie receives any new documents, she will forward them to PC.
- Issues outstanding include approval of final contracts, and multi-year contracts (coaches). A new section, **SALARY INCREASES FOR NON-FACULTY CONTRACT EMPLOYEES** includes wording that states, “…..not eligible for retention, internal equity or non-based performance or merit awards.” The BOR cannot, legally, direct a letter of appointment, so these may be moot issues. It is believed the professional contract issue may not move forward, at this time.
- The Staff and Compensation meeting is at 8 AM, Thursday, March 2, in Dillon.

**Salary and Compensation – Chair Rossmann**
- Jeanne Wilkinson forwarded a memo to PC that addresses recruitment and retention of classified employees. Jeanne attended the monthly Office of Sponsored Programs' Roundtable Meeting a couple months ago and President Gamble was the guest speaker. She asked about the status of the University's work on increasing classified salaries, and inquired about how she could participate, directly, in trying to effect change. President Gamble suggested anyone interested should work through the "councils" (CEPAC, Professional Council, Faculty Council). Jeanne contacted Chair Rossmann who suggested that she write a letter about her experience with classified salaries and the impact on her and her department. Attached is Jeanne’s letter.
- Chair Rossmann would like to have Jeanne speak to PC at their next meeting.
- MSU raised the base salary to $8.25 per hour, but it still does not compete with some Bozeman private sector jobs whose base salaries at $10.00 per hour to start, with a six-month raise increase.

**Foundation Development Director Search**
- President, CEO of the Foundation and Vice President of Development - The fund raising capabilities of the foundation will increase exponentially, and the new hire will also oversee the Capital Campaign. There is an interview, today, at 2:00 PM.

**Salary Distribution**
- The President’s Executive Council has proposed this year’s allocation: 4% would be used for merit, market, and equity. There would be no COLA component. Three percent would be distributed to the deans, with guidelines, and 1% held centrally in the President’s office to address specific, high-priority cases.
- PC members believe that departments should have the option to use a COLA component, since there is no formal review process for professionals. Provost Dooley suggested that there could be a grievance committee that would hear distribution concerns. PC believes .5% is enough money to be centrally maintained. Morale and salary freezes are some of the few issues at stake. Money should be distributed as broadly as possible.
  - A directive from the president’s office, via an email memo, will be distributed to all professionals regarding a May 31, 2006 deadline for performance review submissions for all employees. A scanned form on the Payroll & Personnel website may be used for professional evaluations; it is not a formal recommendation, however. PC member Butler stated that there are three forms.
for classifieds and those formats may also be used for professional evaluations, as well.

- PC member Stacey Scott volunteered to create an interim professional review document that may be used until the Professional Handbook document is written. Member Scott will consult with Corky Bush.

- PC would like to make recommendations to the President. Those recommendations include:
  - PC believes the President should only take .5%
  - Because professionals are on at-will contracts, the grievance committee idea for merit raise disputes may not be as good a mechanism as the ombudsman.
  - Recommended tweaks to distribution may include:
    - That it go out to department heads and allow them to distribute as they deem necessary. Department heads are more familiar with the needs of their entities than administration, or;
    - Flexibility, if the 1% is retained, is important.

**UPBAC – Jim Mitchell**

- Administrators who attended UPBAC were frustrated about the last BOR meeting, as nothing substantive was accomplished. There was no attention to data they presented, and the BOR asked them to rework and bring back the data. It appears that until the regents make a turnover in the next 3-4 years nothing will get accomplished. There has been a political shift at the state level, and there is no cooperation among the members. Now, the MUS will be happy if it gets enough money to keep things moving; otherwise, nothing new will transpire. Additionally, the initiatives that the BOR asked the university to craft have been dismissed.

**Other**

- The Professional Council meeting with Tom McCoy and Leslie Schmidt is still pending. They will talk about including research professionals and other professional who fall outside of the realm of what is traditionally covered by PC. If they do not have the data they were waiting for and cannot speak at the meeting, Chair Rossmann would like to move forward with language of whom and what Professional Council covers. Member Scott stated that Corky Bush ask PC to consider that many professionals who fall under the auspices of project-based contracts, may not have the institutional loyalty a more permanent professional employee might have.

The meeting adjourned at 2:15 PM, as there was no other business.

Signature
Doralyn Rossmann, Chair, Professional Council

Signature
Gale R. Gough, Secretary