Members Present: Diane Allen, Jeff Butler, Doralyn Rossmann, Rita Rozier, Stacey Scott, Matt Rognlie, Patty Inskeep, Kim Rehm

Others Present: Linda LaCrone (VP of Research office), Sheryl Dettmann (Technology Transfer Office)

The meeting was called to order at 2:00 PM by Chair Kim Rehm. A quorum was present. The minutes from January 24, 2007 were approved.

Environmental Leadership Initiative (EL) – Rita Rozier/Stacey Scott
- Student Senator, Mark Egge met with Kim Rehm and Rita Rozier on February 9, 2007 to compose a list of suggestions that will be distributed to the campus community encouraging the populace to become better environmental inhabitants. Geoff Gamble endorses the effort and will review the list before it goes out on the respective list servs (CEPAC, PC, FC, ASMSU).
- Mark Egge stated that many students supported environmental activities but lacked upper administrative support. PC discussed whether a collaborative endeavor might be coordinated so MSU, collectively, could get involved on Earth Day. (This year it falls on Sunday, April 22, 2007).
- PC members asked why white paper recycling is not available in certain areas on campus. Jeff Butler will follow up with facilities and report back to PC. PC member Butler stated that recycling does not generate revenue; rather, it costs money. Facilities recently purchased blue cardboard containers located in and around campus. A list of locations will be added to the Presidents letter.
- Tim Flannery will be on campus Monday, March 5. Announcements have been posted in MSU TODAY, displayed posters on campus, and via CEPAC, FC and PC list servs.
- The videoconferencing between MSU and U of M will be rescheduled.

Professional Sabbatical and Leave – Past Chair Doralyn Rossmann
- President Gamble supports professional leave, but asked PC members to investigate what professional employees are doing at other universities. Member Scott stated that although she had not researched other universities, her colleagues suggested that professional employees could petition for money to cover part of their FTE while they enroll in institutional learning experiences, seminars, etc. Campus-wide support for professional development is not available; however, some departments on campus are monetarily supportive.

Professional Employee Classifications –Chair Kim Rehm and Vice Chair Matt Rognlie
- Chair Rehm and Vice Chair Rognlie met with HR to advise them of what data PC would like on the professional reports. PC also requested employee definitions and how to add the research professionals to the professional list serv.

BOR – Chair Kim Rehm
- Chair Rehm will attend the BOR in support of CEPAC’s discussion of retention and recruitment of classified employees during the Staff and Compensation Committee.

Other – Chair Kim Rehm
- A member is still needed for the Parking and Transportation Advisory Committee. Gale will send out an email to the professional list serv for nominees. The nominees will be sent forward to the President for appointment.
- Four to six PC members are needed for the Employee Recognition Committee to bring forward for a single appointment by the President. Volunteers from PC were Rossmann, Scott, Allen, Butler.
**Additional Members on Professional Council – Chair Kim Rehm**

- Presently we have four representatives from Academic Affairs, two from Students Affairs, and two from Administrative Offices on Professional Council. It was moved that PC add two more members from the research group with staggered terms. Seconded. All in favor. Passed. PC Bylaws will have to be changed before adding them.

**Salary Raise Holdback – Chair Rehm**

- President Gamble asked PC about the holdback percentage for the proposed 3.6% raise for the next two years. Two years ago, the legislature awarded 3.5% one year and 4% another. The president’s holdback amount for each fiscal year was .5% for both years. (Faculty holdback in FY07 was 1%, but professional was only .5%). PC members would like to see data on how the holdbacks were distributed in the past. Chair Rehm has the data and will present it to PC members at the next meeting. It is important to keep in mind that in order to receive the market equity raise, the deans or heads of departments must make a request. PC believes that raises barely meet COLA increases, and that the entire raise should be put forward without holdbacks.

**Administrative Survey – Chair Rehm**

- PC will discuss how they would like survey their supervisors at the next meeting.

The meeting adjourned at 3:00 PM, as there was no other business.

*Signature*

Kim Rehm  
Chair, Professional Council

*Signature*

Gale R. Gough  
Secretary