PROFESSIONAL COUNCIL MEETING
MONTANA STATE UNIVERSITY
WEDNESDAY July 11, 2007
Bradley Conference Room - Wilson Hall
2:00 PM – 3:00 PM

Members Present: Jeff Butler, Matt Rognlie, Kim Rehm, Julie Pester, Sheryl Dettmann, Nancy Blake, Betsey Pitts, Rita Rozier

Members Absent: Patty Inskeep, Doralyn Rossmann, Stacey Scott

The meeting was called to order at 2:00 PM by Chair Kim Rehm. A quorum was present. Minutes from the June 13, 2007 meeting were approved.

Environmental Leadership (EL) - Chair Rehm
- Jeff Butler stated that many environmental endeavors cost money. Collaboration with other environmental groups on campus may be a way to involve a focused effort. PC would still like to meet with U of M to open dialog and get suggestions from them on how their program works. It was noted that U of M students are “taxed” in order to subsidize recycling. Rita Rozier noted that some environmental saving activities would save the university money and not incur costs to implement e.g., turning off lights, changing bulbs to energy saving fixtures, etc.
- PC decided that the Environmental Leadership committee should be a subcommittee of PC, and that its role would be to communicate and collaborate with other committees on campus to unite efforts instead of duplicating them.
- Gale will compile a list of other committees on campus.
- Chair Rehm asked that the EL compose a “charge,” “membership,” and “advisory to,” statement and bring to PC.
  - EL subcommittee members are Rita Rozier, Betsey Pitts, Doralyn Rossmann, Patty Inskeep. Last year Mark Egge, a student, asked to be on the committee, but it is unsure if he still attends MSU. If not, Tegan Molloy (ASMSU president) may be asked.

Recruitment and Retention Task Force – Chair Rehm
- The BOR asked the COHE to form a Recruitment & Retention Task Force. Their charge is to identify, examine, and describe the possible ways of improving the ability to recruit and retain employees in the university system. Each campus is idiosyncratic. The Task Force has acknowledged that Bozeman has a unique situation with housing costs. The Task Force is working on a final report to present to the BOR in September. Members on the Task Force may be viewed on this link, page 18: http://mus.edu/board/meetings/2007/Sept07/Staff_Comp/TaskForceRecruit+RetainReportSept07.pdf
- The Task Force recommends pre-budget salary planning in the early stages of the executive budget planning process. This will ensure that all campuses will have adequate resources to provide competitive and adequate compensation levels for its employees. For this reason, establishing a system of pre-budget salary planning is the Task Force’s highest priority in addressing the recruitment and retention of system personnel and is essential in securing the needed resources to do so. Additional funds needed for employees would be a permanent one-time budget base adjustment to the campus making the request. Union considerations will be carefully considered when making these decisions. Student recruitment and retention is also a focus of the Task Force.
- Processes and suggestions, if accepted, would be implemented over the next few years.

Shared Governance Update – Chair Rehm
- In additional to the Recruitment and Retention document, ASMSU would like to subscribe to Pick-a-Prof web site to rate professors online. Faculty are questioning the validity of the program, as it would be a biased sampling of comments and it is a for-profit endeavor. Professional employees who teach classes may be affected by such a survey.
- Faculty would like the ombudspersons role to include advocacy. If the ombudsperson cannot accept that role, then an advocacy individual should be made available.
- Faculty Council would like more communication with Graduate Council.

Professional Development – Vice Chair Rognlie
- Vice Chair Rognlie, with input from Doralyn Rossmann and Sheryl Dettmann, would like to eventually have a Professional handbook listing all available professional development opportunities. CEPAC has a pooled resources web-based tool that offers training and development resources to classified employees whether through pod-cast, another employee’s expertise, or video. Extended University would like to survey professional employees to find out what their professional needs are.

**Rep for USGCSC**
- Gale will send out names of PC members interested in being on the University Shared Governance Council Steering Committee, and PC will vote.

**Research Employees’ Issues and Goals – Nancy Blake/Betsey Pitts**
- Conflict between supervisors and employees is usually a one-on-one encounter. Neither side is aware of resources to approach conflict, especially for professionals on grant (soft) money.
- How raises are distributed amongst research professionals is not clear.
- Perfecting the research employee e-mail listing will help communication, thus enabling PC to glean issues that are important to the research professionals.

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

*Signature*

Kim Rehm  
Chair, Professional Council

*Signature*

Gale R. Gough  
Secretary