Members Present: Chris Bauer, Betsey Pitts, Erika Swanson, Woody Cranston, Carolyn Plumb, Adam Edelman, Sheryl Dettmann, Julie Tatarka, Stacey Scott, Nancy Filbin, Jeanne Wilkinson, Jeff Littlefield

Others Present: Pol Llovet, Pat Lane

Chair Pitts called the meeting to order at 11:00 am. There was a quorum.

Announcements – Betsey Pitts

- Communications with PE’s (professional employees) consists of sending out emails using a Banner-generated listserv. The faculty-staff listserv used by MSU Today uses the phone book. Neither method gets all professionals. Therefore, Woody Cranston suggested that PC have a table at the November Wellness Fair to help introduce PC to those PE’s who have never heard of Professional Council and never received emails from us. Chair Pitts would like to pursue refining the professional employee email list serve to be all inclusive next AY.
- At the last BoR meeting, it was announced that Gallatin College (formerly College of Technology from Great Falls) will be operating in Bozeman, effective July 1. They will reside in Hamilton Hall. Some questions about this new entity:
  - Will students be admitted differently with a different application process? Separate orientation?
  - How will Aviation Technology mesh with the two programs?
  - How will students cross over if they wish to take courses from GC from MSU?
  - How will advisors advise for these programs?
- Stacey Scott prepared a budget for President Cruzado which was approved.

Name Tags – Betsey Pitts

- After attending a Staff Senate meeting, arrays of comments about name tags were heard. Staff Senate would like to participate with PC in implementing such a project.

Council Workgroup Updates – Betsey Pitts

- Research – Composition suggestions – VPR would be the chair, one dean, one dept head, 2 senate directors, 8 faculty or professional staff. There is not a designated professional employee slot, but the meetings are open. An email copy of the progress of all the working groups will be sent to PC members.
- Budget – 12 members; dean and dept head, professional reps. They cannot be all from the same department.
- Planning – Has a campus-wide broad-based membership with 12 participants.
- Governance – Still wrestling with the group’s mission but decided its main focus is communication. The group proposed changing their name to University Council.

Suggested Goals for PC next AY – Stacey Scott

- Chair Pitts would like to better communicate with PE’s. Pol will assist in the project with automated options. It would be implemented as a business procedures process that would be able to be successful, long term.
- Jeanne Wilkinson, Jeff Littlefield and Carolyn Plumb will work on PE classification clarification. Do we want the same categorizations? If we change them, what would they be? Should we eliminate them? It was noted that this project will be on hold until we find out whether there is a search planned for an HR director or if the current director is no longer in an interim position.
- PE handbook.
- Nancy Filbin would like to work more on the outreach with Billings, Havre and Great Falls PE’s.
- Julie Tatarka, Betsey Pitts and Chris Bauer will work on professional development. Results from this year’s survey indicated what PE’s would like to see in the future.
- Betsey Pitts will work on the name tag project.
- Invite all PE reps on university committees and VP’s to attend PC meetings to strengthen our mission of communication? Stacey Scott suggested emailing a letter to all PE’s and VP’s at the beginning of the year to introduce our new university committee members, who they represent, the PC white paper. Invite the new provost.
- Communicating with PE’s engaging them to become involved with MSU outside of their working environment e.g., input into campus landscaping, working on the “M.”

The meeting adjourned at noon, as there was no other business.

Signature
Betsey Pitts, Chair