PROFESSIONAL COUNCIL MEETING
MONTANA STATE UNIVERSITY
WEDNESDAY January 19, 2011
Reid 415, 10:00 am – 11:00 am

Members Present: Carolyn Plumb, Jeanne Wilkinson, Nancy Filbin, Julie Tatarka, Betsey Pitts, Jeff Littlefield, Pat Lane

Chair Filbin called the meeting to order at 11:02 am. There was a quorum.

January 13, 2011 BOR Update – Jeanne Wilkinson

- Vice chair Wilkinson attended the Staff BoR luncheon (which also included Sheila Stearns, Kevin McRae, Pres Cruzado and the President of U of M, Royce Engstrom), along with two staff members from U of M and Chair and Vice Chair of MSU’s Staff Senate. Meeting discussions focused on declining employee morale due to increase in student per staff ratio (13.4 to 1 compared to 12 to 1 a year ago), and the fact that there have been no raises for two years.
- After being introduced to the BoR by MSU Staff Senate Chair Van Horn, Vice chair Wilkinson spoke of the accomplishments of Professional Council, e.g., ten things professional employees could do to help students, the PC video, working on the staff appreciation project with President Cruzado, etc. BoR members were supportive of PC’s endeavors and stated that they are available to speak to professionals, should they be asked.
- The MSU professional employee history and mission were discussed in the context of how each campus’s employee strata differ.
- PC discussed raising the visibility of professional employees with the legislators. One option might be to feature professionals who have won awards or who have been recognized in some positive way on the PC website with a photograph. Other ideas were also discussed.
- Vice chair Wilkinson would like to continue the collaborative momentum recently established at the BoR with our campus colleagues, as well as other campus constituents, via frequent communication exchanges.
- The next BoR meetings are March 3-4 (Helena), May 19-20 (Flathead Valley). PC members who would like to attend should contact Chair Filbin.

Representative/ Committee/Council Reports

- ASGL – Julie Tatarka
  o ASGL has not met, yet, this semester.
- Marketing Advisory Council – Chair Filbin
  o The council is discussing, with the Bookstore, the possibility of getting a more diverse selection of clothing for MSU employees, as well as offering a discount for those items. Member Swanson is forming a focus group to do some research on the project.
- Budget Council – Jeanne Wilkinson – A subcommittee of the Budget Council, the Steering Committee, was created and the members are Wendy Stock, Dan Moshavi, Doralyn Rossmann, Marvin Lansverk, and Craig Roloff. The Steering Committee will plan the agenda for the Budget Council and it will parallel the BoR’s calendar in budget planning. A retreat for BC members has been scheduled this Friday to review accounting practices, terminology, and budget interpretation.
- Research Council – PC would like Cheryl Johnson, professional representative, to report on the Council’s activities. Chair Filbin will schedule.
- Benefits Committee – Kathy Tanner will speak to PC on February 16, 2011.
- UFPUB – Pat Lane – The last meeting was December 7, 2010, but the committee will meet again in two weeks. It was reported, however, that Career Services, located in the SUB, is being renovated.
- Human Resources Meeting – Chair Filbin – Chair Filbin attended the meeting where a third external consultant was brought to campus to review and make recommendations on MSU’s HR structure and operations. Topics of discussions included, but were not limited to, how HR communicates with professionals, what factions of the university do their own payroll, which
university committees dealing with HR are operable/which are defunct, hiring procedures, departmental overlap, etc. Her recommendations will go to President Cruzado, and they will be posted in some kind of, yet unknown, public venue.

**Other Business & Announcements**

- PC is moving forward to replace Chris Bauer, a previous Professional Council member from Academic Affairs. Chair Filbin would like to announce the vacancy at President Cruzado’s open meeting and gauge the response as a way to move forward.
- Chair Nancy Filbin reminded PC of the open meeting for professional employees with President Cruzado on Jan 20th, 10 – 11:00 am in the SUB Ballroom C. Topics of discussion might be prepared ahead of time to continue the discussion momentum and might include:
  - Parking fee
  - HR restructuring
- An email from Anne Milkovich was distributed for discussion at the next PC meeting.

The meeting adjourned at 11:00 am, as there was no other business.

*Signature*
Nancy Filbin, Chair

*Signature*
Gale Gough, Secretary