Professional Council

July 18, 2012
Bradley Conference Room (2-257) – Wilson Hall
Montana State University

Present: Jeff Littlefield, Jeanne Wilkinson, Pat Lane, Adam Edelman, Erika Swanson, Carolyn Plumb, Elizabeth Greenfield, Donna Negaard

Others present: Nancy Filbin

The meeting was called to order at 10:00 am and a quorum was present. Meeting minutes from 6/13/2012 were approved. Wilkinson thanked Edelman and Swanson for their service on Professional Council because this was their last meeting.

PC Meeting Schedule

- PC meetings will be on the first and third Wednesdays of each month, 10 -11 am. Wilkinson will look into reserving Gaines 111 for the meetings if 415 Reid is not available

University Committee/Council Memberships

- Donna Negaard has been elected as vice chair of PC; Toni Lee has been nominated as the professional rep on the Facilities Services Advisory Committee; Carol Schmidt has been nominated to represent professionals on the MSU Benefits Committee; Elizabeth Bird is the professional rep on the Research Council.

Updates

- Smith, Wilkinson and Bill Van Horn (Staff Senate Chair) were asked to present professional/staff awards at the spring convocation. PC members asked Wilkinson for clarification of what the awards are and what the process is.
- Wilkinson announced that Smith asked for venue ideas about the fall event to welcome professional employees. Filbin suggested an after- hours event in the SUB. Wilkinson said Pitts is interested in working on this event.
- The BoR will meet in Butte, in September. Major Robinson will be conducting a compensation focus group and Smith will attend. Filbin suggested PC craft talking points to bring to the legislative session, also.

Discussion Topics – PC’s Purpose Next Year and How to Accomplish That

- Edelman suggested meeting with Doug Steele, one of the creators of the Council on Leadership, Outreach and Engagement, which integrates teaching, research and outreach, to discuss participatory opportunities for professionals.
- Plumb suggested professionals assist their departments/colleges in the process of aligning their strategic plans with the university’s strategic plan.
- Wilkinson envisions a more collaborative effort from all professional council members to help spark communications across campus by meeting with those departments/areas who need help.
- Swanson suggested developing talking points and a calendar of people we want to meet with.
Negaard suggested sending out a survey to professionals to engage them and glean what their concerns and priorities are on campus and, that such a survey might be conducted each year, with the new incoming PC chair.

Swanson suggested PC choose a specific area within the strategic plan/core values to focus on and participate in. Photos of professional employees who are tied closely to specific areas of the strategic plan/core values might also be featured on the PC website.

Consensus among PC members was that the professional development seminars were valuable and were to continue. It was suggested that some seminars be geared toward professional promotional/mentoring opportunities.

PC might speak with Katherine Tanner (Office of Community Involvement) to inquire about how professionals might be involved in community projects already in place.

Examine what professionals do on other campuses, nationwide.

Guests for upcoming PC meetings might include Dewitt Latimer, new CIO of ITC; Daniel Adams, Director of Institutional Audit & Advisory Services; Tom McCoy, VP of Research/Creativity; Terry Leist, VP of Admin and Finance; Bob Lashaway, Assoc. VP of University Services; Tom Stump, Director of Res Life/University Food Services; Joe Thiel, Student Regent

PC would like Smith to help resurrect regular ASGL meetings.

Filbin mentioned she didn’t know about OSP Roundtable meetings until recently and would like to see them advertised on MSU Today. The group discussed that OSP, Office of Sponsored Programs, might be trying to target a particular audience. Wilkinson said she would contact OSP to discuss.

Swanson suggested that a faculty/staff list serve be available to send out event announcements. Where the list serve would originate was not clear.

How to communicate better, internally, is still a challenge and PC will continue to examine and improve it.

As there was no other business, the meeting ended at 11:00 am.

Gale R. Gough
Administrative Associate
Professional Council