Professional Council Meeting  
Wednesday, November 20, 2013  
10:00am, Reid Hall 415

Members Present: Donna Negaard, Jake Dolan, Liz Grant, Abbey Keene, Lisa Brown, Jonathan Hilmer, Chancey Ringer, Karen Steele

Approve 11/6/13 minutes – clarifications mentioned from Donna  
**Approval of 11/6/13 amended minutes by Liz and seconded by Chancey and rest of council**

Web CMS presentation (Jake Dolan)  
- CMS – large software system to help us manage web content  
- Lower “technical bar” to make it easier for others to manage web content (long-term goal = would like to see more manages)  
- Realities: 1) It is a big piece of software, so expect a Learning curve but they will provide ongoing training, 2) It is Change – but has hopes that it will be a positive change  
- 4 campus RFP completed in July 2013 and contract was signed in August 2013  
- Currently in Planning stage and Implementation est. January 2014  
- OmniUpdate – 700 university/college websites, leader in client satisfaction, it’s a “push” system  
- Next steps: in planning phase, communicating changes, testing the system, training at beginning of December, site-wide migration and implementation  
- Project website: [www.montana.edu/web/cms](http://www.montana.edu/web/cms)

Professional development opportunities using our listserve  
- Our Council decided that it should go through the PC Chair

Updates & Announcements:  
- Meeting(s) with President Cruzado  
  - Liz and Donna met with President Cruzado on Friday Nov.15th  
  - Reminded her about what PC is and the members/duties  
  - Talked about Firefly Award and BOR lunch (she expects to see PC chair and chair-elect at this in January)  
  - Karen will work on finding a room on Feb. 6th at noon for lunch with Professional Council and President Cruzado. No agenda at this time.  
- Recommendations for an Internationalization Action Plan  
  - From American Council on Education. Asked Donna to go to their meeting. They are asking a proposal to establish an International Council, of which, one member is proposed to be from Professional Council.

Firefly Award  
- Council decided to discuss each member’s choice of winner from nominations and to later discuss the rubric used so we can use for next year.  
- Council discussed who each member chose for a winner  
- Suggested to take next meeting and discuss the different styles of rubrics and discuss wording on Firefly application

Adjourn: Next meeting on December 4th, 2013