Professional Council Minutes  
March 9, 2016

- Attendance – James, Amy, Abbey, Brian O., Lisa, Brian R., Pol
- Approval of Feb. 24th Minutes
  - Amy moved to approve, Brian R. seconded
- Position Reports
- Old Business
  - PC Newsletter
    - Thank you to Brian O. for putting it together
  - PC Social Logistics
    - Invite and Registration
      - 85 Registered
    - Catering
      - Lisa is taking care of catering details
      - Lisa will follow-up and make sure tables and decorations are set
    - Alcohol and Location
      - President is paying for alcohol and that waiver is in
  - Special Guest List Invite List
    - VPs and President and Provost
    - Abbey sent out an invite to previous chairs
    - A week before the event we’ll send out the invite again
  - Purpose/Activity
    - Abbey and Amy were going to come together and come up with an activity
    - Like the format of a question on an index card
    - Possible question of professional development opportunities that they would like to attend
  - Sign-in sheet and Name tags
    - We will have a sign-in sheet right at the door for those that attended
    - Abbey will get some name tag sheets and markers
    - Flyer and Note cards at every table
    - Lisa can print out the question and put them on stickers and then put them on the note cards
- New Business
  - Indigenous People's Day Discussion/Vote
    - From the MUS System policy - If we rename Columbus Day for Indigenous People's Day and everything changes in all locations and manuals with no problem them supportive of it, but there is some concern that at some point if people want to observe this new day/holiday and then we can't trade that day because it's a newly observed holiday
    - Not sure if all of the details and impacts have been thought about as we consider renaming the holiday
    - Changing the name of the day is good, but whether we observe it or don't observe it is a different issues that needs to be figured out
• Impression that they aren't looking for a national holiday, but that they are looking for recognition of the fact that the current celebration of the holiday is not a positive aspect
• Abbey will put a statement together for the President based on what was said. Sounds like we are supportive, but need some additional answers to some of the unanswered questions on the impacts of the renaming of Columbus Day
  ○ Employee Recognition Awards
    ▪ PC needs another representative on the committee
    ▪ 1 meeting for 2 hours to look through nominations - March 25
    ▪ Amy Stix volunteered to sit on the committee
  ○ Thoughts on lunch with President/Provost
    • Special Guest - 2:30 pm Betsy Webb - HR PD&T
      ▪ Betsy presented what's new and what we've been doing since the beginning
      ▪ She now has an assistant and has some help to put on the professional development sessions
      ▪ From a survey from Christ Fastnow they figured out what needs to happen and fill gaps for professional development and growth areas
        ▪ Management Development Certificate
        ▪ Financial Development Certificate - How we do things at MSU with budget and financing
          ▪ Contact supervisor and issue certificate when they are done with the classes
          ▪ Can see how individuals are doing on their own and progress is tracked in the system
        ▪ Monthly Professional Development series and change the topic and present on various areas
      ▪ Customized training is available for departments and Betsy will come in and do some training for specific groups and it'll be focused on organizational development
      ▪ New thing this year is Performance Management - not many good models of managing performance
        ▪ Playing around with a coaching cohort and talk about dilemmas and situations
        ▪ 9 coaches that will be able to be "loaned" out and coach various departments
        ▪ Will be looking at Univ. of Washington 360 review process and Betsy will be using them as a model to learn about what they did and how they do it
        ▪ She wants to look at a model that is a developmental performance feedback and look at how to bring it to the University in a positive manner
      ▪ 20-30 minute snippets on "here's what you need to know" based around a topic and then contact info on who to contact when the issue comes up
        ▪ Started with Deans and Department Heads
      ▪ Crucial Conversations is another training that Betsy is working on and will look at offering this training on campus