MSU Professional Council Meeting Minutes
Dec. 14th, 2016 3-4pm - SUB 234

Attendees:
- Professional Council: Pol Llovet, Sally O’Neill, Brian O’Connor, Brian Rossmann, Amy Stix
- David Kack, Western Transportation Institute; liaison to Facilities Planning Committee
- Betsy Webb, Human Resources

Campus Updates:
Pol Llovet reported on the 12/9/16 ITC town hall meeting (which was also streamed to Facebook). The meeting updated MSU employees about current and future ITC projects and strategic directions. ITC’s goal is to host town hall meetings quarterly, but they are currently occurring twice per year. Professional Council members are encouraged to attend future meetings. Pol suggested that a representative from ITC could present to Professional Council (PC) members in spring 2017 and PC members agreed it was a good idea.

Pol reported that ITC finished moving part of its office to the Western Transportation Institute location (2327 University Way).

David Kack reported that ASMSU recently voted to raise student fees to pay for new artificial turf at the stadium. He also reported that the new parking garage will open January 9th, 2017, in time for the start of spring semester.

Featured Speaker:
Betsy Webb, Human Resources Professional Development and Training Manager, was the meeting presenter and spoke to the PC about the current “360 Review” process underway to annually review managers and executives. A committee has been working with Betsy on the 360 process. Questions still to be answered are 1) What competencies should deans and supervisors possess? 2) What type of 360 review template will work best for MSU? 3) Who leads the process?

Betsy said she and HR Director Cathy Hasenpflug will attend a 360 workshop in early 2017, which will help them decide on what model to use for MSU. Betsy explained how the 360 process works. It is not tied to performance but designed as a professional development/personal growth tool for managers, and not as a means for employees to file complaints about supervisors. Employees can provide input into their supervisors’ review to help managers develop their skills. 360 reports do not go directly to the supervisor being reviewed but are presented objectively by an assigned “coach” who helps the supervisor works on specific skills over the next year.

Betsy said she plans to use a two-year trial from a vendor before finalizing which model to use. She said President Cruzado supports the plan.

PC members had questions about how employees can file complaints or concerns about a supervisor. Betsy said that two individuals from HR are designated to hear employee concerns in a confidential setting, but she noted that these individuals represent MSU first. There is no ombudsman or neutral mediator currently at the university. Betsy said there are good independent mediators in Bozeman that might be able to help employees. Betsy said she is a trained mediator and the only one at MSU.
PC members discussed ideas for a spring 2017 professional development workshop the PC could offer professional employees. Crucial Conversations was discussed, but Betsy said it would be difficult to fit the workshop into a shorter timeframe of 2-3 hours. Betsy said that she could offer a training on mediation for professionals. The idea of a communication skills workshop was also brought up.

Amy Stix asked PC members to think about professional development ideas over the winter break.

The meeting adjourned shortly after 4pm.