

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES**

Agenda Item Summary Sheet

Committee: Human Resources Committee **Date of Meeting:** April 17, 2013

Agenda Item: Approval of Minnesota State Colleges and Universities Personnel Plan for Administrators

- Proposed Policy Change Approvals Required by Policy Other Approvals Monitoring
- Information

Cite policy requirement, or explain why item is on the Board agenda:

Board approval of the proposed changes to the Plan is required prior to presenting it for approval by the Subcommittee on Employee Relations.

Scheduled Presenter(s):

Mark Carlson, Vice Chancellor for Human Resources

Outline of Key Points:

The following are the more significant proposed changes to the Plan:

- Increase salary ranges by 2% in FY 2013
- Eliminate the performance achievement award in FY 2013 for the chancellor, presidents, and vice chancellors
- Changes to sick leave

Background Information:

Proposed changes have been discussed among members of the Leadership Council.

**BOARD OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD ACTION**

**APPROVAL OF MINNESOTA STATE COLLEGES AND UNIVERSITIES
PERSONNEL PLAN FOR ADMINISTRATORS**

BACKGROUND

The MnSCU Personnel Plan for Administrators for 2011-2013 is being presented to the board with its proposed changes.

RECOMMENDED COMMITTEE ACTION

The Human Resources Committee recommends that the Board of Trustees adopt the following motion.

RECOMMENDED MOTION

The Board of Trustees approve the MnSCU Personnel Plan for Administrators for 2011-2013, and authorize the chancellor and his designees to take all measures they deem appropriate to secure legislative approval to implement the Plan.

Date of Board Action: April 17, 2013

Date of Approval: April 17, 2013

MnSCU PERSONNEL PLAN FOR ADMINISTRATORS
2011 – 2013
SUMMARY OF PROPOSED CHANGES

Economics:

- Fiscal Year 2012
 - \$1,250 lump sum for all administrators
- Fiscal Year 2013
 - 3.8% merit pool for all administrators
 - Elimination of lump-sum incentive pay for the Chancellor, Vice Chancellors and Presidents (current contracts must be honored)
 - Increase ranges on 16 range salary schedule for non-contract administrators by 2% (does not increase salaries)
 - No increases in salary ranges for Chancellor, Vice Chancellors or Presidents

Initial biennial base: \$179,279,854

New money in current biennium (with turnover savings): \$3,852,583

Percentage increase of new money in current biennium over initial base: 2.15%

Percentage increase of new money in next (FY 2014, 2015) biennium: 4.07%

Language Changes

- 1.03 APPOINTMENTS
 - Clarify “additional remuneration” provision to exclude lump-sum performance payments
- 1.06 LEAVES OF ABSENCE WITH PAY
 - Clarify advance and reinstatement of sick leave
 - Implement a single sick leave balance
- 1.13 SALARY ADMINISTRATION
 - Updated language to address the delegated authority of presidents
 - Permit limited salary increase for certain cross-institution lateral transfers
 - Permit market adjustments as approved by Chancellor/designee
- Technical Changes
 - Modify Section 1.01 (Non-discrimination) to reflect changes to Board Policy 1B.1
 - Restructure Salary Administration provisions for clarity