



HUMAN RESOURCES COMMITTEE
JUNE 18, 2014
12:00 P.M.

MINNESOTA STATE COLLEGES AND UNIVERSITIES
MCCORMICK ROOM, FOURTH FLOOR
30 7TH STREET EAST
SAINT PAUL, MN

In addition to board members attending in person, additional board members will participate by telephone.

Committee Chair Thomas Renier calls the meeting to order.

- (1) Minutes of May 21, 2014 (p. 1)**
- (2) Appointment of Interim President of Minneapolis Community and Technical College (pp. 2-3)**
- (3) Approval of Minnesota State University Association of Administrative and Service Faculty Bargaining Contract (pp. 4-7)**

Members

Thomas Renier, Chair
David Paskach, Vice Chair
Margaret Anderson Kelliher
Alexander Cirillo
Dawn Erlandson
Philip Krinkie
Louise Sundin

Bolded items indicate action required.

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES
HUMAN RESOURCES COMMITTEE
MINUTES
May 21, 2014**

Human Resources Committee Members Present: Thomas Renier, Chair; Margaret Anderson Kelliher, Alexander Cirillo, Dawn Erlandson, Philip Krinkie, David Paskach and Louise Sundin

Human Resources Committee Members Absent: None

Other Board Members Present: Ann Anaya, Duane Benson, Cheryl Dickson, Clarence Hightower, Alfredo Oliveira, Maria Peluso, Elise Ristau, Michael Vekich

Leadership Council Committee Members Present: Steven Rosenstone, Chancellor

The Minnesota State Colleges and Universities Human Resources Committee held a committee meeting on May 21, 2014, in the McCormick Room, 30 Seventh Street East, St. Paul. Chair Renier called the meeting to order at 1:35 p.m.

1. MINUTES OF APRIL 23, 2014

Chair Renier called for the motion to approve the minutes of the Human Resources Committee meeting on April 23, 2014. The minutes were moved, seconded and passed without dissent.

2. APPOINTMENT OF PRESIDENT OF NORMANDALE COMMUNITY COLLEGE

Chancellor Rosenstone expressed his gratitude to Joe Opatz for his years of presidency at Normandale Community College, and to the search advisory committee chaired by Ron Anderson, president of Century College. Chancellor Rosenstone described the search process leading up to his recommendation of Joyce Ester to serve as the next president of Normandale Community College.

The Human Resources Committee recommended that the Board of Trustees adopt the following motion:

The Board of Trustees, upon the recommendation of Chancellor Rosenstone, appoints Joyce Ester as president of Normandale Community College effective August 2, 2014, subject to the completion of an employment agreement. The board authorizes the chancellor, in consultation with the chair of the board and chair of the Human Resources Committee, to negotiate and execute an employment agreement in accordance with the terms and conditions of the MnSCU Personnel Plan for Administrators.

The motion passed without dissent.

Meeting adjourned at 1:55 p.m.

Submitted by,
Pa Yang, Recorder

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

Agenda Item Summary Sheet

Name: Human Resources Committees **Date:** June 18, 2014

Title: Appointment of Interim President of Minneapolis Community and Technical College

Purpose (check one):

- | | | |
|---|--|---|
| <input type="checkbox"/> Proposed
New Policy or
Amendment to
Existing Policy | <input checked="" type="checkbox"/> Approvals
Required by
Policy | <input type="checkbox"/> Other
Approvals |
| <input type="checkbox"/> Monitoring /
Compliance | <input type="checkbox"/> Information | |

Brief Description:

Following the announcement of President Phil Davis' resignation to join Chancellor Rosenstone's cabinet as associate vice chancellor and managing director of the Campus Service Cooperative, Chancellor Rosenstone initiated a national search for president of Minneapolis Community and Technical College. It is anticipated that Chancellor Rosenstone will recommend an individual for this position.

Scheduled Presenter(s):

Steven Rosenstone, Chancellor

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

BOARD ACTION

**APPOINTMENT OF INTERIM PRESIDENT OF
MINNEAPOLIS COMMUNITY AND TECHNICAL COLLEGE**

BACKGROUND

Following the announcement of President Phil Davis' resignation to join Chancellor Rosenstone's cabinet as associate vice chancellor and managing director of the Campus Service Cooperative, Chancellor Rosenstone initiated a national search for interim president of Minneapolis Community and Technical College. It is anticipated that Chancellor Rosenstone will recommend an individual for this position.

RECOMMENDED COMMITTEE ACTION

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

RECOMMENDED MOTION

The Board of Trustees, upon the recommendation of Chancellor Rosenstone, appoints _____ as interim president of Minneapolis Community and Technical College effective _____, 2014, subject to the completion of an employment agreement. The board authorizes the chancellor, in consultation with the chair of the board and chair of the Human Resources Committee, to negotiate and execute an employment agreement in accordance with the terms and conditions of the MnSCU Personnel Plan for Administrators.

Date of Approval: June 18, 2014

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES
Agenda Item Summary Sheet**

Name: Human Resources Committees **Date:** June 18, 2014

Title: Approval of Minnesota State University Association of Administrative and Service Faculty Bargaining Contract

Purpose (check one):

- | | | |
|---|---|--|
| <input type="checkbox"/> Proposed
New Policy or
Amendment to
Existing Policy | <input type="checkbox"/> Approvals
Required by
Policy | <input checked="" type="checkbox"/> Other
Approvals |
| <input type="checkbox"/> Monitoring /
Compliance | <input type="checkbox"/> Information | |

Brief Description:

Board approval of the negotiated terms in the contract is required prior to presenting it for approval by the Subcommittee on Employee Relations.

Minnesota State Colleges and Universities and the Minnesota State University Association of Administrative and Service Faculty (MSUAASF) reached a tentative agreement on May 23, 2014, on their 2013-15 labor contract. The ratification vote by its membership is anticipated to be done by June 17th.

Scheduled Presenter(s):

Mark Carlson, Vice Chancellor for Human Resources
Chris Dale, Senior System Director for Labor Relations

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

BOARD ACTION

**APPROVAL OF MINNESOTA STATE UNIVERSITY ASSOCIATION OF
ADMINISTRATIVE AND SERVICE FACULTY BARGAINING CONTRACT**

BACKGROUND

Minnesota State Colleges and Universities and the Minnesota State University Association of Administrative and Service Faculty (MSUAASF) reached a tentative agreement on May 23, 2014, on their 2013-2015 labor contract. It is expected that MSUAASF's membership will ratify the agreement by June 17, 2014. It is now being brought forward to the Board of Trustees for approval before moving on for legislative approval.

RECOMMENDED COMMITTEE ACTION

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

RECOMMENDED MOTION

The Board of Trustees approves the terms of the 2013-2015 labor agreement between Minnesota State Colleges and Universities and the Minnesota State University Association of Administrative and Service Faculty (MSUAASF) and authorizes Chancellor Steven Rosenstone to sign the agreement on behalf of the Board of Trustees.

Date of Approval: June 18, 2014

**Minnesota State Colleges and Universities / Minnesota State University Association of
Administrative and Service Faculty (MSUAASF)**

Summary of Changes to 2013-15 Agreement

MSUAASF and MnSCU bargaining teams reached a tentative contract settlement for the 2013-2015 Master Agreement at approximately 2:00 p.m. on Friday, May 23, 2014.

Economics:

Summary of the key economic terms of the settlement

FY 2014 (Academic Year 2013-2014)

- 2.4% ATB for returning ASF members effective 7/1/13 (including Medical Directors and Health Service Physicians)
- Insurance benefits as agreed to between MMB, MSUAASF and MnSCU via Memorandum of Agreement signed in September of 2013

FY 2015 (Academic Year 2014-2015)

- 2.6% ATB for returning ASF members, effective 7/1/14 (including Medical Directors and Health Service Physicians)
- 1 step for returning ASF Members, effective 7/1/14
- 3% lump sum for returning ASF Members who are at the top step as of 6/30/14
- 3% ATB for returning Medical Directors and Health Service Physicians, effective 7/1/14
- \$500 lump sum for returning ASF Members who were hired at their current university (“institution hire date”) before 7/1/09 without a break in service at the institution
- Insurance benefits as agreed to between MMB, MSUAASF and MnSCU via Memorandum of Agreement signed in September of 2013

Summary of language (and lesser economic) terms of the settlement

- Agreed to no longer pursue the salary-compression study negotiated in 2011-2013 bargaining
- Added gender identity and gender expression for consistency with MnSCU’s 1B1 policy (Art. 2 Non-Discrimination)
- Extended the Employer’s ability to use the “intermittent” appointment status (Art. 10, Sect. A(3))
- Made non-renewal of probationary employees contingent on the employee getting a set number of months’ notice (e.g., first year of probation = 3 months; years 2, 3, and 4 of probation = 6 months) rather than tying notice deadline to a particular date (Art. 10, Sect. A, Subd. 4(e))
- Clarified that an ASF Member assigned to fill an ASF position in a higher salary range on an Acting or Interim basis who is subsequently selected to fill the same position shall be deemed to have been promoted (i.e., such promotions are salary-setting events) (Art. 12, Sect. G, Subd. 1 – Promotion)
- Clarified conditions required for additional-duty pay (Art. 12, Section I – Additional Assignments and Compensation)

- Increased honoraria amount from \$1,000 to \$2,000 per fiscal year and clarified that this maximum is for total honoraria, not per honorarium
- Extended “Consolidated Positions” provision for FY 14 and FY 15 and clarified that (1) Employer’s discretionary decision to provide additional compensation can be made annually, and (2) salary enhancements under this provision end immediately when the additional responsibilities end, not at the end of the year (Art. 12, Section J – Consolidated Positions)
- Incorporated MOU on employee contributions to the Health Care Savings Plan: Employee deductions are to be made in equal amounts from each of the 25 full pay periods in the fiscal year (Art. 16, Sect. C, Subd. 3)
- Addressed how accrued vacation leave will be treated when an ASF Member takes a new ASF position at a different State University (the leave will transfer and will not be liquidated) (Art. 18, Sect. B, Subd. 3)
- Addressed how accrued vacation leave will be treated when a State employee moves from a non-ASF position to a vacation-eligible ASF position (leave will be transferred up to 272 hours) (Art. 18, Sect. B, Subd. 3)
- Changed language to allow same-sex spouses, not just fathers, to take 5 days of sick leave following the birth of their child (Art. 18, Sect.C, Subd. 3)
- Made professional, mass-printing of the collective bargaining agreement optional and provided alternatives to hard-copy distribution (Art. 21, Sect.D)
- Made numerous technical changes, including many from the Employer’s Opening proposals and over 150 corrections identified by a workgroup composed of members of both the Union’s and the Employer’s bargaining teams.