



**HUMAN RESOURCES COMMITTEE
JANUARY 20, 2009
3:45 P.M.**

**BOARD ROOM
WELLS FARGO PLACE
30 7TH STREET EAST
SAINT PAUL, MN**

Please note: Committee/Board meeting times are tentative. Committee/Board meetings may begin up to 45 minutes earlier than the times listed below if the previous committee meeting concludes its business before the end of its allotted time slot.

Committee Chair Ruth Grendahl calls the meeting to order.

- (1) Minutes of November 18, 2008 (pp. 1-2)**
- (2) Human Resources Update
- (3) Review Demographic Report (pp. 3-6)
- (4) Closed Session on Bargaining Pursuant to Minnesota Statute §13D.03 (2008) (pp. 7-8)

Members

Ruth Grendahl, Chair
David Paskach, Vice Chair
Cheryl Dickson
Jacob Englund
Allyson Lueneburg
David Olson
Christine Rice
Scott Thiss

Bolded items indicate action required.

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES
HUMAN RESOURCES COMMITTEE
MEETING MINUTES
November 18, 2008**

Human Resources Committee Members Present: Ruth Grendahl, Chair; Cheryl Dickson; Jacob Englund; Allyson Lueneburg; David Olson; David Paskach; Christine Rice; Scott Thiss

Human Resources Committee Members Absent: NONE

Other Board Members Present: Clarence Hightower; Dan McElroy; Thomas Renier; Terri Thomas; James Van Houten

Leadership Council Committee Members Present: Anne Temte, President of Northland Community and Technical College, and Bill Tschida, Vice Chancellor for Human Resources

The Minnesota State Colleges and Universities Human Resources Committee held its committee meeting on Tuesday, November 18, 2008, at Wells Fargo Place, 4th Floor, Board Room, 30 Seventh Street East, in St. Paul. Chair Grendahl called the meeting to order at 12:45 p.m.

1. MINUTES OF JULY 15, 2008

Chair Grendahl called for the motion to approve the minutes of the Human Resources Committee meeting on July 15, 2008. They were moved, seconded and passed without dissent.

2. HUMAN RESOURCES UPDATE

- Vice Chancellor Tschida reported that the three faculty unions have indicated their desires to begin negotiating the 2009-2011 contracts. There will be a closed session with the board in January 2009 to discuss bargaining.
- The presidential search for Inver Hills Community College and the vice chancellor for human resources search in the Office of the Chancellor are underway. Consultants have been hired and each search advisory committee has had its first meeting.

3. AUTHORIZATION OF LEADERSHIP EMPLOYMENT AGREEMENTS

Chancellor McCormick requested the Board of Trustees' approval to enter into employment agreements with Minnesota State Colleges and Universities presidents and vice chancellors whose agreements expire in 2008-09.

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

The Board of Trustees authorize the Chancellor, in consultation with the Chair of the Board of Trustees and Chair of the Human Resources Committee, to enter into employment agreements with presidents and vice chancellors whose agreements expire in 2008-09.

The motion passed without dissent.

4. DEMOGRAPHIC REPORT FOR FY 2008

Trustee Grendahl asked if there were questions about the Demographic Report for FY 2008. There was discussion which resulted in a request for additional data to be presented at the board committee meeting in January.

5. Other

The committee discussed the current budget issues and specifically inquired about the system's plans for hiring. The Chancellor stated that all hiring decisions will be elevated to a higher level; that position vacancies will be evaluated; and that travel will be reviewed.

Meeting adjourned at 1:18 p.m.

Submitted by,
Vicki Schoenbeck, Recorder

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

Agenda Item Summary Sheet

Committee: Human Resources Committee

Date of Meeting: January 20, 2009

Agenda Item: Review Demographic Report

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

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

To respond to board committee's questions at November board meeting

Scheduled Presenter(s):

Bill Tschida, Vice Chancellor for Human Resources

Outline of Key Points:

Data will be presented in response to questions that were raised in the following areas:

1. Ratio of professors to total faculty in the Minnesota State Colleges and Universities system
2. Ratio of our system's supervisors, managers and administrators compared to other state agencies

Background Information:

The Demographic Report was in the board packet as information for the November 2008 board meeting. At the Human Resources Committee meeting, there were questions from trustees and requests for additional data in the above areas. We were asked to provide a response at the January board meeting.

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

Review Demographic Report

1 **BACKGROUND**
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3 The Demographic Report was in the board packet as information for the November 2008 board
4 meeting. At the Human Resources Committee meeting, there were questions from trustees and requests
5 for additional data in the following areas:
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- 7 1. Ratio of professors to total faculty in the Minnesota State Colleges and Universities system
8 2. Ratio of our system's supervisors, managers and administrators compared to other state agencies
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10 Attached are documents that include the requested additional data. Vice Chancellor Tschida will
11 provide further explanation of the information at the committee meeting.
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14 *Date presented to the Board: January 20, 2009*
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Distribution of Minnesota State University Faculty By Rank
 Compared to National Data From American Association Of University Professors
 Published April 2008

Rank	AAUP w/o MnSCU	Percentage At Rank	MnSCU	Percentage At Rank
Professor	46,816	30%	923	36%
Associate Professor	46,118	30%	622	24%
Assistant Professor	50,743	33%	828	33%
Instructor	11,021	7%	174	7%
Total	154,698	100%	2,547	100%

Data Source:

Headcount data derived from AAUP Report on the Economic Status of the Profession, 2007-2008

Data was submitted by 420 Master's (IIA) and 456 Baccalaureate (IIB) Institutions

Distribution of Administrators, Managers and Supervisors Compared To All Other Employees

	Minnesota State Colleges and Universities System		Balance of Executive Branch	
	March 1, 2008		January 2008	
	Headcount	Percent of Total	Headcount	Percent of Total
Administrators and Managers	581	2.9%	1,335	4.1%
Supervisors (Middle Mgt. Assoc.)	439	2.2%	2,410	7.3%
All Others	18,714	94.8%	29,192	88.6%
Total	19,734	100.0%	32,937	100.0%

Sources:

Data on the System is from the 2008 Demographic Report.

Data for the balance of the Executive Branch is from the 2008 Workforce Report published by Minnesota Management and Budget.

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

Agenda Item Summary Sheet

Committee: Human Resources Committee

Date of Meeting: January 20, 2009

Agenda Item: Closed Session on Bargaining

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

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

Pursuant to Minnesota Statute § 13D.03, Minnesota Open Meeting Law, 2008

Scheduled Presenter(s):

Bill Tschida, Vice Chancellor for Human Resources

Mary Leary, Associate Vice Chancellor for Labor Relations

Outline of Key Points:

- Bargaining priorities for the 2009-2011 Inter Faculty Organization (IFO) and Minnesota State College Faculty (MSCF) bargaining contracts

Background Information:

Preparations have begun for negotiations with the faculty unions. The Labor Relations staff have prioritized a list of topics which is the result of their request of campus leadership to provide their top suggestions for changes to the next contracts (2009-2011).

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

Closed Session on Bargaining

BACKGROUND

In closed session, staff from the Labor Relations Division will discuss bargaining priorities for the Inter Faculty Organization (IFO) and Minnesota State College Faculty (MSCF). (Pursuant to Minnesota Statute § 13D.03, Minnesota Open Meeting Law, 2008)

Date presented to the Board: January 20, 2009

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