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.
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
Committee: Human Resources Committee          Date of Meeting: January 20, 2009

Agenda Item: Review Demographic Report

Proposed Approvals
Policy Change

Approvals Required by Policy

Other Approvals

Information

Monitoring

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.
BACKGROUND

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 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

Attached are documents that include the requested additional data. Vice Chancellor Tschida will provide further explanation of the information at the committee meeting.

Date presented to the Board: January 20, 2009
Distribution of Minnesota State University Faculty By Rank
Compared to National Data From American Association Of University Professors
Published April 2008

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

Data Source:
Data was submitted by 420 Master's (IIA) and 456 Baccalaureate (IIB) Institutions
## Distribution of Administrators, Managers and Supervisors Compared To All Other Employees

<table>
<thead>
<tr>
<th></th>
<th>Minnesota State Colleges and Universities System</th>
<th>Balance of Executive Branch</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>March 1, 2008</td>
<td>January 2008</td>
</tr>
<tr>
<td></td>
<td>Headcount</td>
<td>Percent of Total</td>
</tr>
<tr>
<td>Administrators and Managers</td>
<td>581</td>
<td>2.9%</td>
</tr>
<tr>
<td>Supervisors (Middle Mgt. Assoc.)</td>
<td>439</td>
<td>2.2%</td>
</tr>
<tr>
<td>All Others</td>
<td>18,714</td>
<td>94.8%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>19,734</td>
<td>100.0%</td>
</tr>
</tbody>
</table>

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.
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).
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