MINNESOTA STATE COLLEGES AND UNIVERSITIES  
BOARD OF TRUSTEES  
HUMAN RESOURCES COMMITTEE  
MEETING MINUTES  
June 17, 2009

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

*Human Resources Committee Members Absent:* Allyson Lueneburg

*Other Board Members Present:* Duane Benson; Dan McElroy; James Van Houten

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

The Minnesota State Colleges and Universities Human Resources Committee held its committee meeting on Wednesday, June 17, 2009, at Wells Fargo Place, 4th Floor, Board Room, 30 Seventh Street East, in St. Paul. Chair Grendahl called the meeting to order at 9:15 a.m.

1. **MINUTES OF MAY 19, 2009**
   Chair Grendahl called for the motion to approve the minutes of the Human Resources Committee meeting on May 19, 2009. They were moved, seconded and passed without dissent.

2. **MINUTES OF MAY 27, 2009**
   Chair Grendahl called for the motion to approve the minutes of the Human Resources Committee meeting on May 27, 2009. They were moved, seconded and passed without dissent.

3. **PROPOSED BOARD POLICY 4.11 BOARD EARLY SEPARATION INCENTIVE PROGRAM (FIRST READING)**
   Vice Chancellor Tschida provided background information on the proposed policy, Board Early Separation Incentive Program. He pointed out that the Board is required to hold a public hearing which is scheduled later today. This incentive is intended as a temporary vehicle to assist the system in reducing future costs by providing additional separation incentives to employees who meet certain conditions. The statute expires in June, 2014, and the policy is designed to sunset at the same time. It is anticipated that this incentive would be used primarily in the new biennium, especially in the upcoming fiscal year. It is viewed as a vehicle to reduce costs prior to the 2012-13 biennium, when we expect even greater budget reductions.

   Presidents may use stimulus funding or other college or university funding sources to cover the cost of the incentives. Incentives of this nature must be voluntary for the employee. While the president or chancellor will make final determinations as to where incentives will be used, it will apply only if the employee agrees to the proposed terms. Some bargaining groups already have retirement incentives available. Additional details concerning the use and amounts of incentives and identifying the economic basis for
incentive decisions will be addressed in a system procedure to avoid problems under the ADEA (American Discrimination in Employment Act), which prohibits age discrimination. Each college and university, as well as the Office of the Chancellor, will need to carefully assess the economic conditions that would merit providing an incentive, and whether there are more cost-effective ways to achieve budget reductions.

Trustee McElroy referred to a prior legislative auditor’s report that pertained to early retirement incentives and suggested that it would be helpful to read prior to the proposed policy’s second reading. Vice Chancellor Tschida offered to find the report and provide copies to the trustees.

President Edna Szymanski, Minnesota State University Moorhead, spoke in favor of the proposed policy.

It is anticipated that the proposed policy will be ready for approval at the Board meeting in July.

Meeting adjourned at 9:40 a.m.

Submitted by,
Vicki Schoenbeck, Recorder