

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

BOARD ACTION

APPROVAL OF THE MINNESOTA STATE UNIVERSITY ASSOCIATION OF
ADMINISTRATIVE AND SERVICE FACULTY (MSUAASF)
BARGAINING AGREEMENT

BACKGROUND

On September 26, 2005, Minnesota State Colleges and Universities and Minnesota State University Association of Administrative and Service Faculty (MSUAASF) concluded their labor contract negotiations, and MSUAASF membership ratified the contract on November 9, 2005. Below is a summary of the major features of the settlement for 2005-2007.

Salary and Economic Benefits:

- **Across the Board.** 1% increase to salary schedule effective July 1, 2005; additional 1% increase effective July 1, 2006.
- **Step Increases.** All returning MSUAASF members advance one step on the salary schedule effective October 5, 2005; all returning members advance one additional step on the salary schedule effective July 1, 2006.
- **Lump Sum Payments for Step 19 Employees.** MSUAASF members at top step receive a lump sum payment equal to 2.25% of their base salary effective October 5, 2005; and effective July 1, 2006 members at top step receive a lump sum payment equal to 3% of base salary.
- **Medical Doctors.** MSUAASF medical doctors receive a 1% increase to base effective July 1, 2005, a 3% increase to base effective October 5, 2005, and a 4% increase to base effective July 1, 2006.
- **Health Care Savings Plan.** Effective January 1, 2007, employer initial contribution of \$350 per year for each insurance eligible employee, and \$300 each subsequent year. Effective July 1, 2006, employee contribution of 5% of first \$6,000 earned for all employees who have served 5 consecutive years.
- **Other.** Professional improvement funds and professional development funds remain at current levels (\$70,000 and \$300,000); supplemental retirement remains at current level (up to \$2,200 in FY 2006 and 2007).

Language:

- Exceptional Achievement Incentive Program eligibility criteria reduced.
- New Special Incentive Achievement Award allows MSUAASF members to receive up to \$5,000 for successful completion of an approved project.
- Defined eligibility for Early Notice Incentive and Severance Pay to be based on years of service in "MnSCU or any of its predecessor systems."
- Professional Development Funds can be used for professional licensure fees when required for position.
- Retiring MSUAASF members receive first 120 unused vacation hours in cash; additional accumulated vacation leave (up to 152 additional unused hours) goes to Health Care Savings Plan.
- Increased notice period for personnel reduction of externally funded employees.

- 1 • Revised time limits for processing grievances.
- 2 • Provided for the optional use of other forms of alternative dispute resolution to resolve grievances.
- 3 • Clarified language pertaining to layoff and personnel reduction.
- 4 • Tuition waiver year changed to start with fall semester to align with other units.

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7 **RECOMMENDED COMMITTEE ACTION**

8 The Human Resources Policy Committee recommends that the Board of Trustees adopts the following
9 motion: The Board of Trustees approve the terms of the 2005-2007 labor agreement with Minnesota State
10 University Association of Administrative and Service Faculty (MSUAASF), and authorizes the Chancellor to
11 sign the agreement on behalf of the Board.

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13 **RECOMMENDED MOTION**

14 The Board of Trustees approve the terms of the 2005-2007 labor agreement with Minnesota State
15 University Association of Administrative and Service Faculty (MSUAASF), and authorizes the Chancellor to
16 sign the agreement on behalf of the Board.

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19 *Date presented to the Board: December 7, 2005*

20 *Date of Board Action: December 7, 2005*

21 *Date of Approval:*

22 *Date of Implementation:*