

MSU-Northern Labor Management Committee
Minutes of March 31, 2004

Present:	<u>Labor</u>	<u>Management</u>
	Sandi Copenhaver	Rob Harrison
	Tom Kase	Chuck Jensen
	Leah Noel	Will Rawn
	Patsy Shelden	Debbie Ritz
	Julie Strobel	Jackie Salveson

Co-chair Leah Noel facilitated the meeting.

The four members named to the management substitute list are Janice Brady, Cynthia Harrison, Cheri Jimeno, and Carrie Molitor.

Marianne Hoppe will be assisting Leah Noel and Jackie Salveson prepare a committee web page to post information and announcements. Committee recommendations for documents to post were the charter, membership list, and minutes.

Request made by co-chairs Leah Noel and Jackie Salveson to have minutes taken on a rotating basis by all committee members. An alternate suggestion was made to instead bring someone in to assist with the minutes so that each of the committee members could focus on the discussion. Chuck Jensen will make a request for an employee from his department to assist.

One change to the charter in the Meeting Frequency section: Meeting date will be the 4th Wednesday of every other month. No other changes were suggested, consensus reached on the final version.

Discussion about the MAP performance review form. The committee agreed that the current layout of the form was sufficient with the exception of one line that will be relocated on the form prior to the next cycle.

Discussion of proposed pilot project for MAP performance review paperwork. The project would involve departments maintaining goal paperwork throughout the annual cycle, submitting the final draft to Human Resources at the end of the cycle. The committee cancelled the project proposal due to concerns about the university maintaining only one personnel file and citing confidentiality reasons.

Obtaining feedback about MAP. MSU and UM staff surveys and evaluations were discussed. The purpose of these surveys was to research MAP and salary concerns across their campuses. The classified staff presentation at the Board of Regents meeting in Dillon was discussed. The presentation included a strong message that the primary issue with MAP is the level of pay. The BOR is conducting a salary survey that should be complete in four to six months. At the Northern campus, achievement pay is central

funded, progression pay is absorbed in the operating budget, and Human Resources needs to develop a proposal for administering lump sum bonuses.

Conducting a MAP feedback survey for MSU-Northern staff. Some questions the committee members are hearing from staff are:

What are we doing this for?

This is a waste of time.

What is the benefit?

For the amount of money, with all the goal setting, not worth it, just here to work

Not any moving up, want to do work, go home

Not viewing MAP as beneficial to university system

The committee determined that the feedback survey will have to have impact with measurable results. The focus will be on determining what the employee knows about MAP and what we can do to make improvements on our campus so that MAP fits our needs. The MSU & UM surveys will be used as a starting point to develop our campus survey.

Discussion about the funding level for MAP. Some struggles that were identified are:

Single bargaining unit. Low number of members compared to larger bargaining units in university system.

Unique aspect that trades people are included in bargaining unit, whereas other campuses have separate bargaining units.

Titles and levels associated with them.

Example: Administrative Associate

Recognition of taking on more duties.

Library staff example. Broad range of duties – not equal to other campus separation of duties

Updates to campus about LMC. Utilize the Chancellor's newsletters, forums, email. Updates and methods of distribution will be a committee decision at the end of each meeting.

Meeting adjourned.