

Labor Management Committee Meeting  
May 26, 2004  
3:00

Members in Attendance:

Labor

Tom Kase  
Sandy Copenhaver  
Leah Noel  
Patsy Sheldon

Management

Rob Harrison  
Chuck Jensen  
Will Rawn  
Debbie Ritz  
Carrie Molitor (substitute of Jackie Salvesson)

Minutes from last meeting stand as approved.

**Contract Administration Training**

Ted Handel is available for the campus to conduct this training. The training can include such items as the history of unions and the grievance process. Its informational training that is supervisor specific and is capped at 30 people.

It was suggested to also include union members and maybe designate one person from each department, who could then bring the information back.

The overall consensus was that two whole days for this training would be too much, but that two half days would be good. An example of 10-12 and 1-3 for two days was also given as an option.

The committee felt late July versus August would be a better time frame for this training.

The question was asked as to whether the training could be focused on legal issues (i.e. employee and employer rights). Leah indicated the training could be tailored to our campus and that she would get more information from Bozeman and share it at the next meeting.

**Wellness Blood Draw**

As of June 30 of this year, blood screening for community members through our Wellness program will be discontinued.

Chuck indicated the Hospital Administrator had contacted Alex early this year with concerns of our direct competition with them for these services. There is a Board of Regents policy stating that the universities can not compete with the private sector.

Chuck further stated that offering this service is a huge liability for the University and that our administration agreed that we were in direct competition and agreed to discontinue these services as of June 30.

It was suggested that the University ensure the word of these discontinued services is getting out to the community.

### **Voluntary Employee Beneficiary Association (VEBA)**

An attachment was given to committee members prior to the meeting. Carrie Molitor then went through the attachment and attempted to answer any questions.

Most members felt that unless you were in a higher tax bracket or had high sick leave balances, they VEBA account wouldn't be very beneficial.

### **MAP Goal Writers Companion**

Prior to the meeting, the committee members were asked to review the goal writer companion created by the University of Montana campuses and decided it this was something we would like to offer.

Overall, the committee felt it was a good tool. Leah indicated she would see what other Montana State University campuses were doing and report back at the next meeting.

### **Survey**

The committee members reviewed the survey completed by Bozeman and agreed that it was good, but that we would want to tailor our survey to supervisors as well as staff. Bozeman's was just given to staff.

It was suggested that the issues are already known (i.e. lack of funding for various types of pay plan increases). Therefore, before a survey is completed, the University needs to address these areas.

At the next meeting, Jackie will present information of lump sum bonuses, progression pay and strategic pay. Along with general information, the committee would also like to know where they can look to find this information out of the web.

After the presentation, the committee can revisit the survey issue.

### **Next meeting**

July 28, 2005

3:00-5:00 pm

Library Conference Room