

MINUTES
Labor/Management Committee
March 7, 2007

Present: Deb Latray, Kathy Jaynes, Chuck Jensen, Debbie Ritz, Lil Lipp, and Christine Muller

Absent: None

I. Call to Order

- A. The meeting was called to order at 3:10 by Kathy Jaynes.

II. Approval of January 31, 2007 meeting minutes - minutes approved as written

III. Old Business

A. LMC Committee Training

- a. There is no one available to provide the LMC committee training at this time.

B. AFSCME Annual Evaluation Form Discussion

- a. After reviewing examples of evaluations across MUS system, it was decided to create a new MSUN evaluation using components of several evaluations as follows:

Cover Page

- Use MSUN version which includes the position description review

Body of Evaluation

- Use example from MSU Bozeman (example b)

Ratings

- Use example from U of M

Review of Objectives

- Use example from U of M

- b. Kathy will prepare the new MSUN Classified Employee Evaluation and send it out before the next LMC meeting.

IV. New Business

A. AFSCME Job Title Reclassification Project

- a. This is a project started a long time ago that never progressed and was put aside.

The purpose is to take a look at all job titles and associated job descriptions for support staff and update them.

It was decided by the committee to work on the job descriptions and the new evaluation form concurrently.

Target dates are as follows:

Fall 2007 – Training on evaluation process

- I January 2008 - Implementation of new job descriptions and evaluation process

V. Other

A. New time clock

- a. A concern about the new time clock was brought up suggesting it violates the CBA “working conditions” provision.

Management felt it was a management right to make this change.

- B. There was some discussion about MAP and the associated pay increases and bonuses. Although most of MAP is gone, employees are eligible for additional forms of compensation outlined in the MUS Staff Compensation Plan including: lump sum bonuses, strategic pay, career ladder progression, and in-range progression. (see AFSCME CBA Addendum A)
- C. The “We Love Northern” Ball will be held April 21, 2007
- D. Committee members reported on various issues from last month’s meeting
 - a. Employees cannot donate vacation to each other. (Kathy will follow up on this.)
 - b. Snow shoveling is included in custodial job descriptions.
 - c. Christine will talk to custodial staff about small changes that might make their jobs easier.
 - d. Chuck will report back regarding a computer in the SUB for employees to use to check e-mail.

VI. Adjournment

- A. Next meeting will be held April 4th from 3-5 pm in the Library Conference Room