

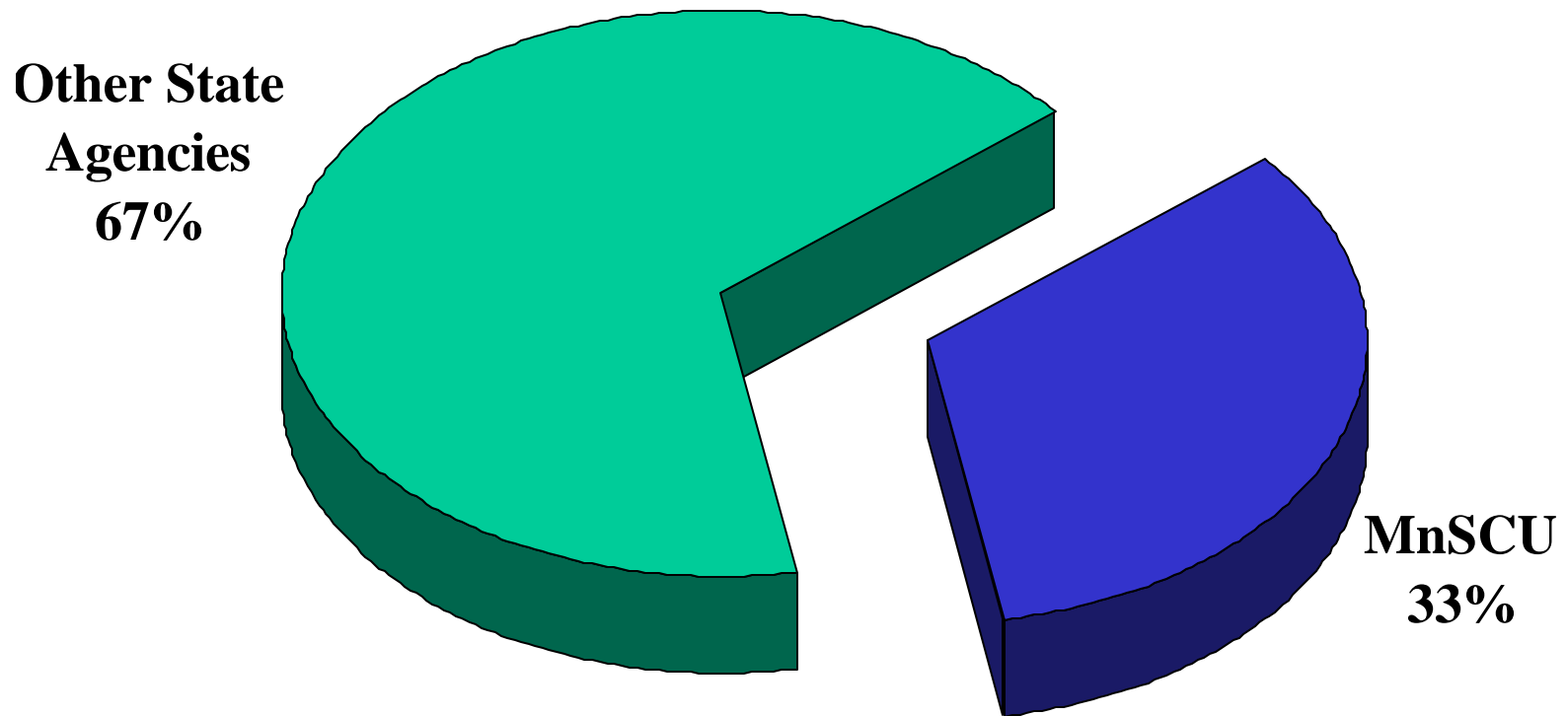


Minnesota State Colleges & Universities

# Demographic Report

March 2000

# State of Minnesota Government Workforce



Minnesota State Colleges and Universities  
*Bargaining Units and Employee Groups*  
March 2000

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***Employee Bargaining Units and Employee Groups***

The State executive branch, and therefore MnSCU, is covered by the provisions of M.S. 179A, the Minnesota Public Employment Labor Relations Act (PELRA). This statute defines seventeen (17) bargaining units for executive branch employees. Each of these units is represented by a union certified as the exclusive representative for that unit. MnSCU has employees in twelve (12) of those bargaining units. These include:

*Represented by the American Federation of State, County, and Municipal Employees (AFSCME)*

- 202 Craft, Maintenance, and Labor unit
- 203 Service unit
- 204 Health Care Non-professional unit
- 206 Clerical and Office unit
- 207 Technical Unit

*Represented by the Minnesota Nurses Association (MNA)*

- 205 Health Care Professional unit

*Represented by the Inter Faculty Organization (IFO)*

- 209 State University Instructional unit

*Represented by the Minnesota Community College Faculty Association (MCCFA)*

- 210 Community College Instructional unit

*Represented by the Minnesota State University Association of Administrative & Service Faculty (MSUAASF)*

- 211 State University Administrative unit

*Represented by the Minnesota Association of Professional Employees (MAPE)*

- 214 General Professional unit

*Represented by the Middle Management Association (MMA)*

- 216 Supervisory Employees unit

*Represented by the United Technical College Educators (UTCE)*

- 224 Technical College Instructional unit

There are also certain groups of employees excluded from bargaining unit coverage under M.S. 179A. They are Managerial employees, confidential employees, and those who do not work enough hours (less than 14 hours per week or less than 67 days per calendar year) to be included in their normal bargaining unit. These include:

- 217 Commissioner's Plan
- 218 Insufficient Work Time Employees (Non-unit employees)
- 220 Managerial Plan/MnSCU Administrators Plan

## Grand Total of MnSCU Bargaining Unit Employees

The total number of MnSCU bargaining unit employees, by type of institution, is shown below:

Employee Bargaining Unit	Community Colleges	Consolidated Colleges	Technical Colleges	State Universities	System Office	Grand Totals
	Total	Total	Total	Total	Total	Total
Grand Total	1743	4397	2500	5710	301	14652

## Classified Employees

Most classified positions have their terms and conditions of employment established in the collective bargaining agreement between their exclusive representative and the State of Minnesota. Department of Employee Relations (DOER) negotiates a master agreement with each representative; consultative assistance is provided by MnSCU. Each contract contains a MnSCU supplemental agreement, which covers issues unique to the MnSCU campuses and is negotiated under the leadership of MnSCU with consultative assistance from DOER.

Vacant positions are filled from lists of candidates determined eligible by DOER and are typically comprised of applicants from the local region. It is the exception to find applicants from other states. However, while the hiring pool is typically from the local region, salary ranges are set based on salaries negotiated by DOER and compare favorably with wage rates for the Twin Cities metropolitan area. Thus, based on a study conducted by the State Department of Economic Security, our salaries in the Greater Minnesota area are very competitive. (Note: Some units include both classified and unclassified employees. They are reported separately.)

## Bargaining Units Represented by AFSCME

Positions covered by the AFSCME collective bargaining agreement include: general maintenance workers, groundskeepers, food service workers, campus security officers, clerical workers, plumbers, carpenters, and licensed practical nurses.

The number of employees in each unit, by type of institution, is shown below:

Employee Bargaining Unit	Community Colleges			Consolidated Colleges			Technical Colleges			State Universities			System Office			Grand Totals		
	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total
AFSCME																		
202	24	0	24	41	2	43	31	1	32	155	0	155	0	0	0	251	3	254
203	77	15	92	186	45	231	112	39	151	312	11	323	0	0	0	687	110	797
204	0	0	0	0	3	3	1	2	3	1	5	6	0	0	0	2	10	12
206	163	98	261	395	160	555	304	69	373	674	141	815	29	0	29	1565	468	2033
207	54	32	86	117	114	231	98	11	109	146	11	157	18	0	18	433	168	601
<b>Total</b>	<b>318</b>	<b>145</b>	<b>463</b>	<b>739</b>	<b>324</b>	<b>1063</b>	<b>546</b>	<b>122</b>	<b>668</b>	<b>1288</b>	<b>168</b>	<b>1456</b>	<b>47</b>	<b>0</b>	<b>47</b>	<b>2938</b>	<b>759</b>	<b>3697</b>

***Bargaining Unit Represented by MNA***

MNA represents positions that are typically assigned to classifications in the Registered Nurse series.

The number of employees, by type of institution, is shown below:

Employee Bargaining Unit	Community Colleges			Consolidated Colleges			Technical Colleges			State Universities			System Office			Grand Totals		
	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total
MNA 205	1	1	2	0	2	2	0	1	1	6	9	15	0	0	0	7	13	20
<b>Total</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>6</b>	<b>9</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>13</b>	<b>20</b>

***Bargaining Units Represented by MAPE***

MAPE represents general professional positions such as computer-related professionals and accounting professionals.

The number of employees, by type of institution, is shown below:

Employee Bargaining Unit	Community Colleges			Consolidated Colleges			Technical Colleges			State Universities			System Office			Grand Totals		
	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total
Classified MAPE 214	61	7	68	103	19	122	98	13	111	199	17	216	115	3	118	576	59	635
<b>Total</b>	<b>61</b>	<b>7</b>	<b>68</b>	<b>103</b>	<b>19</b>	<b>122</b>	<b>98</b>	<b>13</b>	<b>111</b>	<b>199</b>	<b>17</b>	<b>218</b>	<b>115</b>	<b>3</b>	<b>118</b>	<b>576</b>	<b>59</b>	<b>635</b>

***Bargaining Units Represented by MMA***

MMA represents supervisory positions such as accounting supervisors, computer-related supervisors, building maintenance supervisors, and clerical supervisors.

The number of employees, by type of institution, is shown below:

Employee Bargaining Unit	Community Colleges			Consolidated Colleges			Technical Colleges			State Universities			System Office			Grand Totals		
	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total
Classified MMA 216	14	1	15	104	4	108	56	2	58	102	0	102	13	1	14	289	8	297
<b>Total</b>	<b>14</b>	<b>1</b>	<b>15</b>	<b>104</b>	<b>4</b>	<b>108</b>	<b>56</b>	<b>2</b>	<b>58</b>	<b>102</b>	<b>0</b>	<b>102</b>	<b>13</b>	<b>1</b>	<b>14</b>	<b>289</b>	<b>8</b>	<b>297</b>

**Employees Covered by the Commissioner's and Managerial Plan**

There are some classified confidential employees in Unit 217 that are governed by the Commissioner's Plan defined in M.S. 43A promulgated by DOER. In Unit 220, there are some classified managerial employees covered by the managerial plan defined by M.S. 43A promulgated by DOER.

Employee Bargaining Unit	Community Colleges			Consolidated Colleges			Technical Colleges			State Universities			System Office			Grand Totals		
	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total
Comm. Plan 217	23	0	23	47	3	50	26	1	27	55	4	59	28	0	28	179	8	187
Mgr. Plan 220	0	0	0	1	0	1	3	0	3	8	0	8	10	0	10	22	0	22
<b>Total</b>	<b>23</b>	<b>0</b>	<b>23</b>	<b>48</b>	<b>3</b>	<b>51</b>	<b>29</b>	<b>1</b>	<b>30</b>	<b>63</b>	<b>4</b>	<b>67</b>	<b>38</b>	<b>0</b>	<b>38</b>	<b>201</b>	<b>8</b>	<b>209</b>

**Academic Unclassified Employees**

Most unclassified positions have their terms and conditions of employment established in the collective bargaining agreement between their exclusive representative and the State of Minnesota. MnSCU negotiates a master agreement with each representative with consultative assistance provided by DOER. The remaining academic unclassified positions are covered by either the Commissioner's Plan or the MnSCU Administrators Plan.

Vacant positions are filled through a campus-based search process, usually nationally or regionally based. Thus, national and/or regional competitiveness in salaries is imperative. A statewide salary study conducted by the Office of Legislative Auditors in Fall 1999 found that MnSCU faculty salaries are competitive for this unit.

**Bargaining Unit Represented by IFO**

IFO represents faculty, counselors, and librarians at the state universities.

The number of employees is shown below:

Employee Bargaining Unit	State Universities						Grand Totals			
	Tenured/Tenure Track		Non-Tenure Track		Fixed Term		FT	PT	Total	
	FT	PT	FT	PT	FT	PT				
IFO										
Professor	909	3	0	0	9	0	918	3	921	
Associate Professor	487	3	12	3	16	1	515	7	522	
Assistant Professor	474	7	29	5	176	14	679	26	705	
Instructor	7	1	0	0	165	69	172	70	242	
Adjunct	0	0	0	0	0	0	142	690	832	
<b>Total</b>	<b>1877</b>	<b>14</b>	<b>41</b>	<b>8</b>	<b>366</b>	<b>84</b>	<b>2426</b>	<b>796</b>	<b>3222</b>	

***Bargaining Unit Represented by MCCFA***

MCCFA represents faculty, counselors, and libraries at the community colleges, as well as community college faculty and librarians at the consolidated campuses.

The number of employees, by type of institution, is shown below:

Employee Bargaining Unit	Community Colleges	Consolidated Campuses	Grand Total
	Total	Total	Total
MCCFA			
Unlimited Full-time	526	578	1104
Unlimited Part-time	41	22	63
Temporary Full-time	3	34	37
Temporary Part-time	427	479	906
<b>Total</b>	<b>997</b>	<b>1113</b>	<b>2110</b>

***Bargaining Unit Represented by UTCE***

UTCE represents faculty, counselors, and librarians in the technical colleges, as well as technical college faculty and counselors at the consolidated campuses. Customized Training Faculty are faculty who teach hourly based instruction not offered for or directly transferable to college credit or college credit courses offered under contract to a specific customer.

The number of employees, by type of institution, is shown below:

Employee Bargaining Unit	Consolidated Campuses	Technical Colleges	Grand Total
	Total	Total	Total
UTCE			
Unlimited Full-time	891	836	1727
Unlimited Part-time	92	94	186
All Other Part-time/Adjunct	234	404	638
Customized Training Faculty	65	72	137
<b>Total</b>	<b>1282</b>	<b>1406</b>	<b>2688</b>

***Bargaining Unit Represented by MSUAASF***

MSUAASF represents state university unclassified professional positions in academic and academic support programs, including financial aid directors, registrars, development and alumni directors, student union and housing coordinators.

The number of employees is shown below:

Employee Bargaining Unit	State Universities		Grand Totals
	FT	PT	
MSUAASF			
211	440	46	486
<b>Total</b>	<b>440</b>	<b>46</b>	<b>486</b>

***Bargaining Units Represented by MAPE***

The unclassified professional positions represented by MAPE are in academic and academic support programs in community and technical colleges, including financial aid directors, registrars, minority student advocates, equity coordinators, student activity coordinators, and customized training representatives.

The number of employees, by type of institution, is shown below:

Employee Bargaining Unit	Community Colleges			Consolidated Colleges			Technical Colleges			State Universities			System Office			Grand Totals		
	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total
Unclassified MAPE																		
Admin Asst/																		
Proq Dirs	73	18	91	191	17	210	72	16	88	0	0	0	15	1	16	353	52	403
Cust Trng																		
Reps	6	0	6	55	25	80	71	4	75	0	0	0	0	0	0	132	29	161
<b>Total</b>	<b>79</b>	<b>18</b>	<b>97</b>	<b>246</b>	<b>42</b>	<b>288</b>	<b>143</b>	<b>20</b>	<b>163</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>1</b>	<b>16</b>	<b>485</b>	<b>81</b>	<b>566</b>

***Bargaining Unit Represented by MMA***

The unclassified professional positions represented by MMA are in academic and academic support programs in the community and technical colleges, including supervisory financial aid directors and registrars.

The number of employees, by type of institution, is shown below:

Employee Bargaining Unit	Community Colleges			Consolidated Colleges			Technical Colleges			State Universities			System Office			Grand Totals		
	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total
Unclassified MMA																		
216	3	0	3	34	0	34	12	2	14	0	0	0	1	0	1	50	2	52
<b>Total</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>34</b>	<b>0</b>	<b>34</b>	<b>12</b>	<b>2</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>50</b>	<b>2</b>	<b>52</b>



***Employees Covered by the Commissioner’s Plan***

The positions in the Commissioner’s Plan are “confidential” employees as defined in M.S.179A. These positions include examination monitors, which are employed on an intermittent basis.

The number of employees, by type of institution, is shown below:

Employee Bargaining Unit	Community Colleges			Consolidated Colleges			Technical Colleges			State Universities			System Office			Grand Totals		
	FT	Int	Total	FT	Int	Total	FT	Int	Total	FT	Int	Total	FT	Int	Total	FT	Int	Total
Comm Plan 217	0	0	0	0	123	123	1	25	26	0	0	0	3	0	3	4	148	152
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>123</b>	<b>123</b>	<b>1</b>	<b>25</b>	<b>26</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>4</b>	<b>148</b>	<b>152</b>

***Employees Covered by the MnSCU Administrators Plan***

The positions in the MnSCU Administrators Plan are unclassified positions that are defined as managerial by M.S. 43A. The positions are presidents, vice-presidents, deans, other managers, and professionals in academic and academic support programs, or any professional or managerial employee performing duties in connection with the business administration of an institution.

The number of employees, by type of institution, is shown below:

Employee Bargaining Unit	Community Colleges			Consolidated Colleges			Technical Colleges			State Universities			System Office			Grand Totals		
	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total	FT	PT	Total
MnSCU Admin Plan 220	74	1	75	137	2	139	98	0	98	144	0	144	64	0	64	517	3	520
<b>Total</b>	<b>74</b>	<b>1</b>	<b>75</b>	<b>137</b>	<b>2</b>	<b>139</b>	<b>98</b>	<b>0</b>	<b>98</b>	<b>144</b>	<b>0</b>	<b>144</b>	<b>64</b>	<b>0</b>	<b>64</b>	<b>517</b>	<b>3</b>	<b>520</b>

## **Non-Bargaining Unit Employees**

All classified and unclassified non-faculty positions in this unit are part-time and do not work enough hours (less than 14 hours per week or less than 67 days per calendar year) to be covered by their normal bargaining unit agreement. All unclassified part-time faculty members in this unit are defined in M.S. 179A as: an individual employed as an instructor in an adult vocational education program for less than 300 hours in fiscal year or hired by a MnSCU college/university to teach one course for three or fewer credits for one semester in a year.

Vacant positions are filled through a direct selection process, usually from the local area.

The number of employees, by type of institution, is shown below:

<b>Employee Bargaining Unit</b>	<b>Community Colleges</b>	<b>Consolidated Campuses</b>	<b>Technical Colleges</b>	<b>State Universities</b>	<b>System Office</b>	<b>Grand Totals</b>
	<b>Total</b>	<b>Total</b>	<b>Total</b>	<b>Total</b>	<b>Total</b>	
Non-unit						
Faculty	370	1045	1327	422	0	<b>3164</b>
Other	42	262	118	67	1	<b>490</b>
<b>Total</b>	<b>452</b>	<b>1307</b>	<b>1445</b>	<b>585</b>	<b>1</b>	<b>3654</b>

As of March 1, 2000

**Minnesota State Colleges and Universities**  
**Retirement Projections - Faculty/Administrators**  
**FY1996 - FY2000**

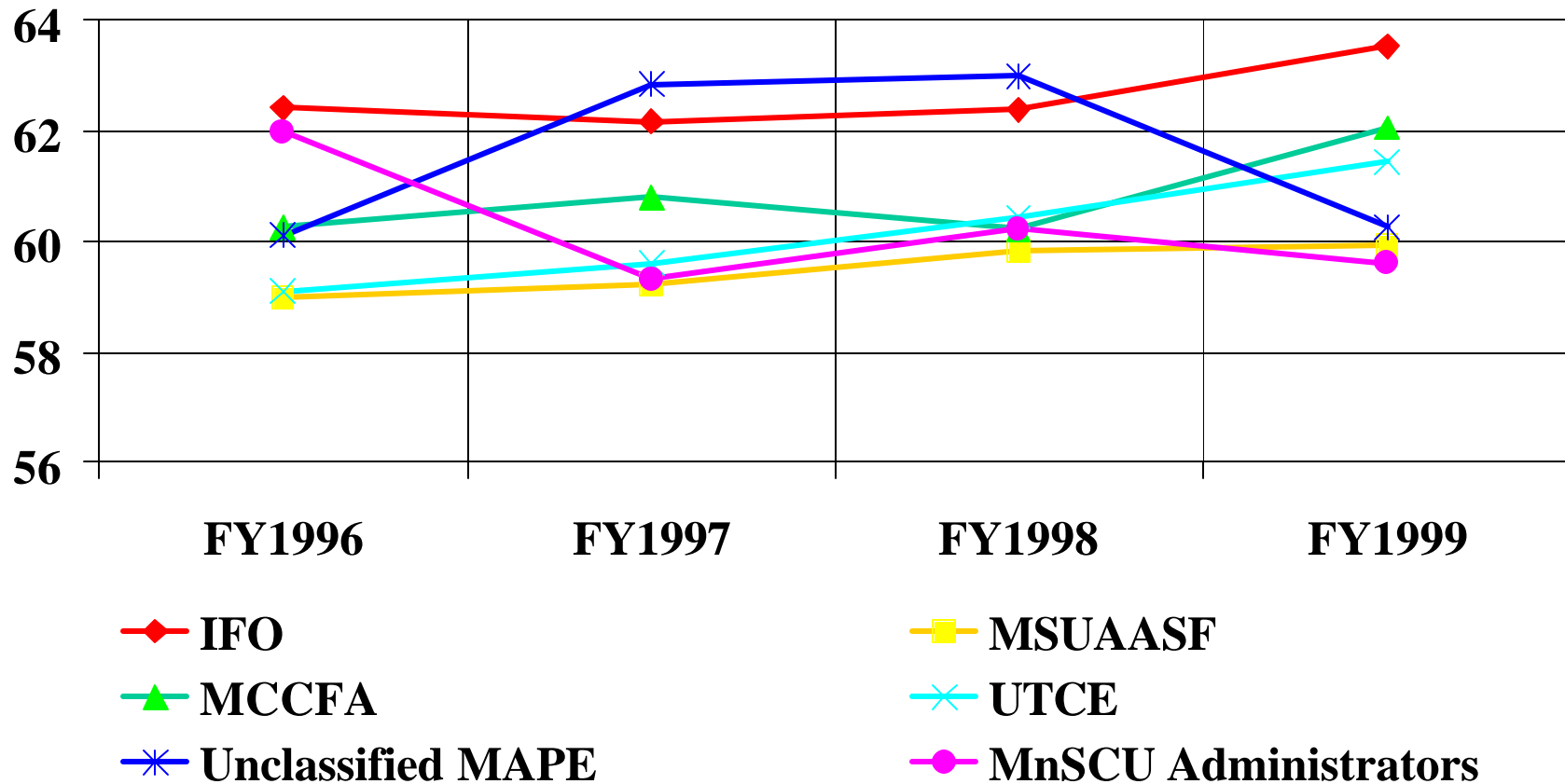
Bargaining Units	FY1996			FY1997			FY1998			FY1999			FY2000		
	Age 55+	Retirements	%	Age 55+	Retirements	%	Age 55+	Retirements	%	Age 55+	Retirements <sup>1</sup>	%	Age 55+	Retirements (estimated)	%
<b>IFO</b>	804	90	11%	800	65	8%	843	95	11%	880	74	8.41%	923	85	9.21%
<b>MCCFA</b>	280	37	13%	519	50	10%	542	62	11%	555	95	17.12%	567	72	12.70%
<b>UTCE</b>	373	35	9%	570	72	13%	605	56	9%	621	69	11.11%	611	61	9.98%
<b>MSUAASF</b>	66	6	9%	66	9	14%	63	6	10%	64	11	17.19%	70	10	14.29%
<b>Unclassified MAPE</b>	69	9	13%	110	6	5%	108	8	7%	117	2	1.71%	119	6	5.04%
<b>MnSCU Admin</b>	104	17	16%	140	10	7%	152	24	16%	154	21	13.64%	167	25	14.97%
<b>Totals:</b>	<b>1696</b>	<b>194</b>	<b>11%</b>	<b>2205</b>	<b>212</b>	<b>10%</b>	<b>2313</b>	<b>251</b>	<b>11%</b>	<b>2391</b>	<b>272</b>	<b>11%</b>	<b>2457</b>	<b>259</b>	<b>11%</b>

<sup>1</sup>With the IFO Retirements, numbers reflect the impact of the TRA Money Purchase plan.

# Minnesota State Colleges And Universities

## *Age at Time of Retirement*

### FY1996-FY1999



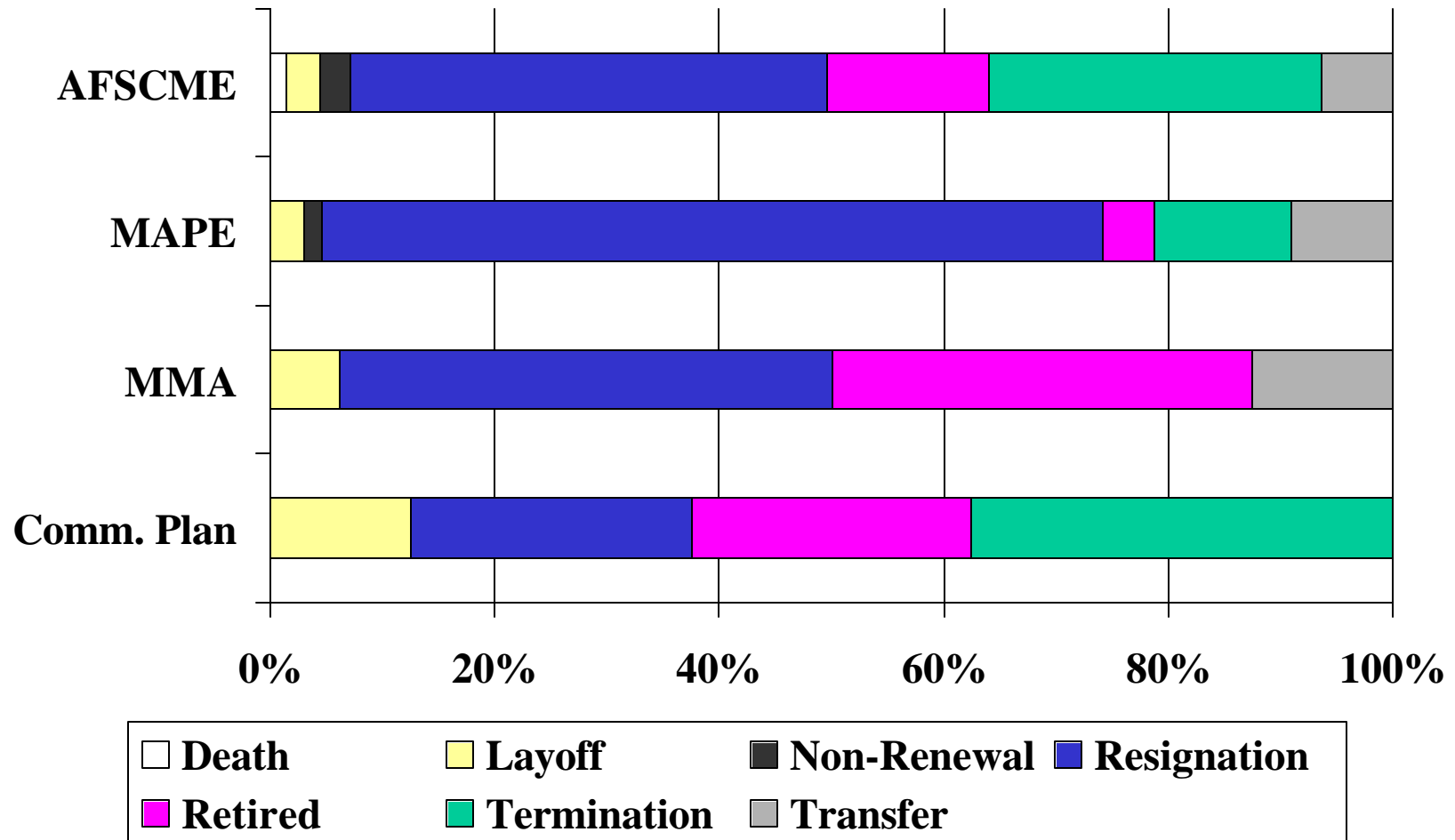
**Minnesota State Colleges and Universities  
Frequency Distribution by Age by Bargaining Unit  
FY2000**

	<b>Age Category</b>			
	55+	54-45	44-35	34 and Under
AFSCME - 202	71	105	71	7
AFSCME - 203	201	272	226	98
AFSCME - 204	4	6	1	1
MNA - 205	10	5	4	1
AFSCME - 206	406	759	593	275
AFSCME - 207	93	203	178	127
IFO - 209	923	1223	747	329
MCCFA - 210	567	753	525	265
MSUAASF - 211	70	157	141	118
MAPE - 214	119	412	373	292
MMA - 216	76	145	102	26
Comm. Plan - 217	26	73	103	137
Mgr/MnSCU Admin - 220	167	257	102	16
UTCE - 224	634	1093	689	275
<b>Totals:</b>	3367	5463	3855	1967

# Minnesota State Colleges and Universities

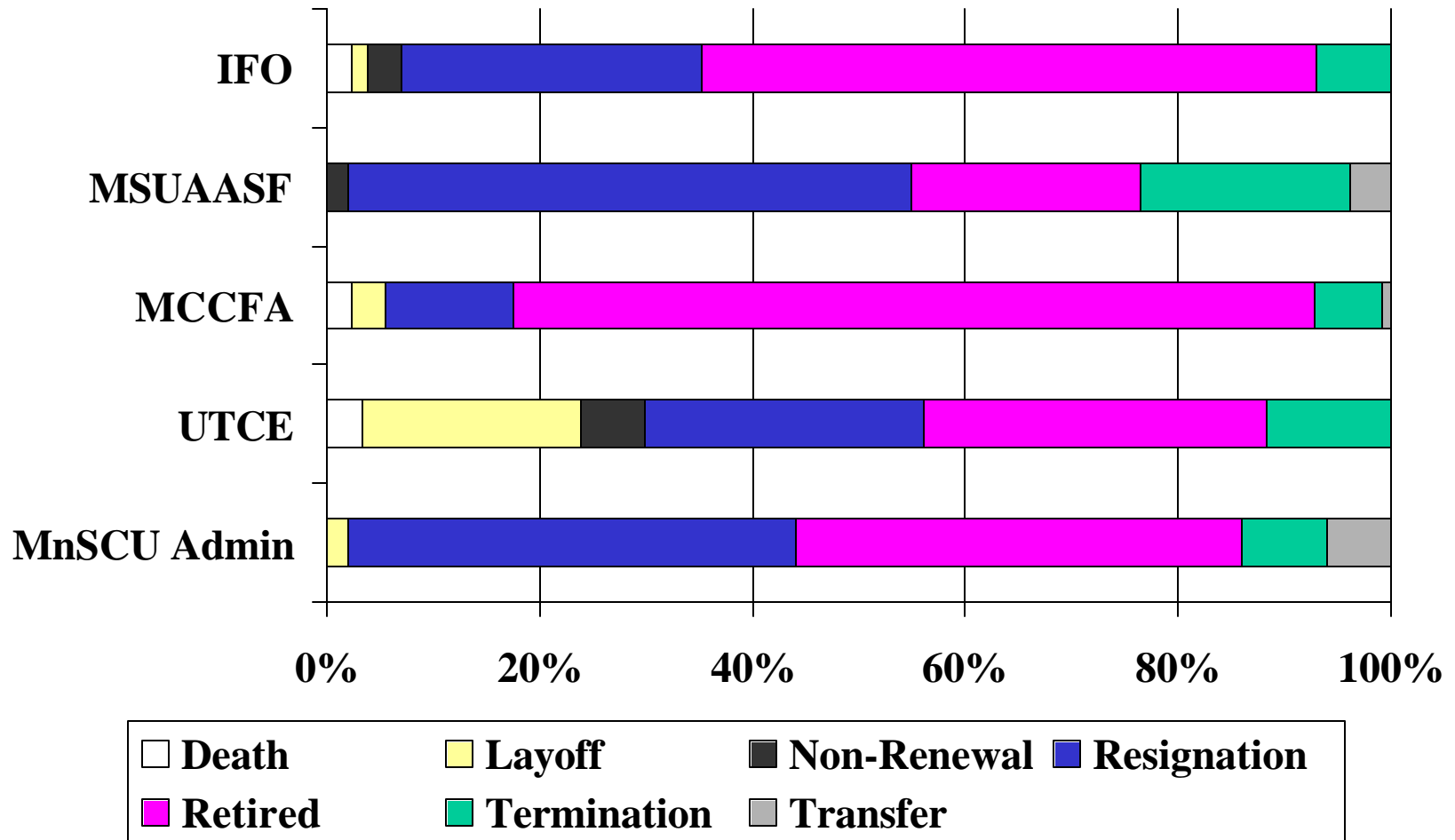
## *Turnover Statistics - Non-Faculty*

### FY1999



Source: MnSCU SCUPPS Data Warehouse, March 2000

# Minnesota State Colleges and Universities *Turnover Statistics - Faculty/Administrators* FY1999



Source: MnSCU SCUPPS Data Warehouse, March 2000