



Minnesota State Colleges & Universities

Demographic Report

May 2001

(Revised May 25, 2001)

This report changes with each release because of refinements in data collection and analysis as well as responses to new issues raised by the users. This data is extracted from the MnSCU SCUPPS System, which is maintained by the campuses. We caution users not to make comparisons to data contained in previous editions of the report. We also invite users to submit questions and ideas for our consideration to: Karen Cejka, Research Director, MnSCU System Office, 500 World Trade Center, 30 East Seventh Street, St. Paul, MN 55101.

Minnesota State Colleges and Universities
Bargaining Units and Employee Groups
May 2001
(Revised 5/25/01)

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 State College Faculty (MSCF)

- 210 Community College Instructional unit (*formerly MCCFA*)
- 224 Technical College Instructional unit (*formerly UTCE*)

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

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
Totals:	2034	4060	3076	5925	326	15421

Note: Some units include both classified and unclassified employees. They are reported separately.

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.

Most 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. Our salaries in the Greater Minnesota area are very competitive.

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 Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total
AFSCME																		
202	20	0	20	40	2	42	37	2	39	149	2	151	0	0	0	246	6	252
203	90	26	116	157	35	192	107	73	180	318	29	347	0	0	0	672	163	835
204	0	0	0	0	2	2	2	1	3	1	6	7	0	0	0	3	9	12
206	150	139	289	364	166	530	337	143	480	668	227	895	29	6	35	1548	681	2229
207	32	63	95	66	135	201	62	108	170	130	23	153	16	2	18	306	331	637
Total	292	228	520	627	340	967	545	327	872	1266	287	1553	45	8	53	2775	1190	3965

Note: Other Appointments include part-time unlimited, part-time temporary, part-time emergency, part-time seasonal, full-time temporary, full-time emergency, full-time seasonal, intermittent unlimited, intermittent emergency, intermittent temporary and intermittent seasonal.

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 Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total
Classified MNA 205	1	1	2	0	2	2	0	1	1	3	9	12	0	0	0	4	13	17

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 Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total
Classified MAPE 214	65	6	71	94	21	115	114	24	138	196	50	246	129	2	131	598	103	701

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 Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total
Classified MMA 216	40	3	43	48	3	51	45	4	49	98	0	98	12	2	14	243	12	255

Note: Other Appointments include part-time unlimited, part-time temporary, part-time emergency, part-time seasonal, full-time temporary, full-time emergency, full-time seasonal, intermittent unlimited, intermittent emergency, intermittent temporary and intermittent seasonal.

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 Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total
Comm. Plan 217	28	2	30	34	3	37	30	3	33	53	8	61	27	1	28	172	17	189
Mgr. Plan 220	2	1	3	0	1	1	3	0	3	8	1	9	11	1	12	24	4	28
Total	30	3	33	34	4	38	33	3	36	61	9	70	38	2	40	196	21	217

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.

Most 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	%	Adjunct	%	
IFO									%
Professor	865		2		5		0		872 27%
Associate Professor	438		12		19		0		469 14%
Assistant Professor	486		24		222		0		732 22%
Instructor	4		0		233		0		237 7%
Adjunct	0		0		0		980		980 30%
Total	1793	58%	38	1%	479	15%	980	30%	3290

Note: Other Appointments include part-time unlimited, part-time temporary, part-time emergency, part-time seasonal, full-time temporary, full-time emergency, full-time seasonal, intermittent unlimited, intermittent emergency, intermittent temporary and intermittent seasonal.

Bargaining Unit Represented by MSCF

Community College Faculty (BU 210) includes faculty, counselors, and librarians 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
Community College Faculty (210)			
Unlimited Full-time	547	584	1131
Unlimited Part-time	31	19	50
Temporary Full-time	9	10	19
Temporary Part-time	543	542	1085
Total	1130	1155	2285

Technical College Faculty (BU 224) includes 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	Technical Colleges	Consolidated Campuses	Grand Total
Technical College Faculty (224)			
Unlimited Full-time	939	869	1808
Unlimited Part-time	250	105	355
All Other Part-time/Adjunct	345	208	553
Customized Training Faculty	55	19	73
Total	1589	1200	2789

Note: Other Appointments include part-time unlimited, part-time temporary, part-time emergency, part-time seasonal, full-time temporary, full-time emergency, full-time seasonal, intermittent unlimited, intermittent emergency, intermittent temporary and intermittent seasonal.

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	460 46	506

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, 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 Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total
Unclassified MAPE																		
Admin Ass	1	1	2	0	0	0	0	0	0	0	0	0	0	0	0	1	1	2
Prog Dirs	70	41	111	153	51	204	72	38	110	0	0	0	19	0	19	314	130	444
Cust Trng Reps	10	2	12	49	22	71	47	35	82	0	0	0	0	0	0	106	59	165
Totals:	81	44	125	202	73	275	119	73	192	0	0	0	19	0	19	421	190	611

Note: Other Appointments include part-time unlimited, part-time temporary, part-time emergency, part-time seasonal, full-time temporary, full-time emergency, full-time seasonal, intermittent unlimited, intermittent emergency, intermittent temporary and intermittent seasonal.

Bargaining Unit Represented by MMA

The unclassified professional supervisory 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 Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total
Unclassified MMA																		
216	10	2	12	59	18	77	29	3	32	0	0	0	1	0	1	99	23	122

Employees Covered by the Commissioner’s Plan

Positions in the Commissioner’s Plan include “confidential” employees as defined in M.S.179A, and 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 Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total	FT Unl	Other Appts	Total
Comm Plan																		
217	0	0	0	0	63	63	1	52	53	0	0	0	4	0	4	5	115	120

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 and other managers in academic and academic support programs.

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	96	3	99	116	1	117	112	2	114	149	0	149	64	0	64	537	6	543

Non-Bargaining Unit Employees

Note: Other Appointments include part-time unlimited, part-time temporary, part-time emergency, part-time seasonal, full-time temporary, full-time emergency, full-time seasonal, intermittent unlimited, intermittent emergency, intermittent temporary and intermittent seasonal.

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.

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

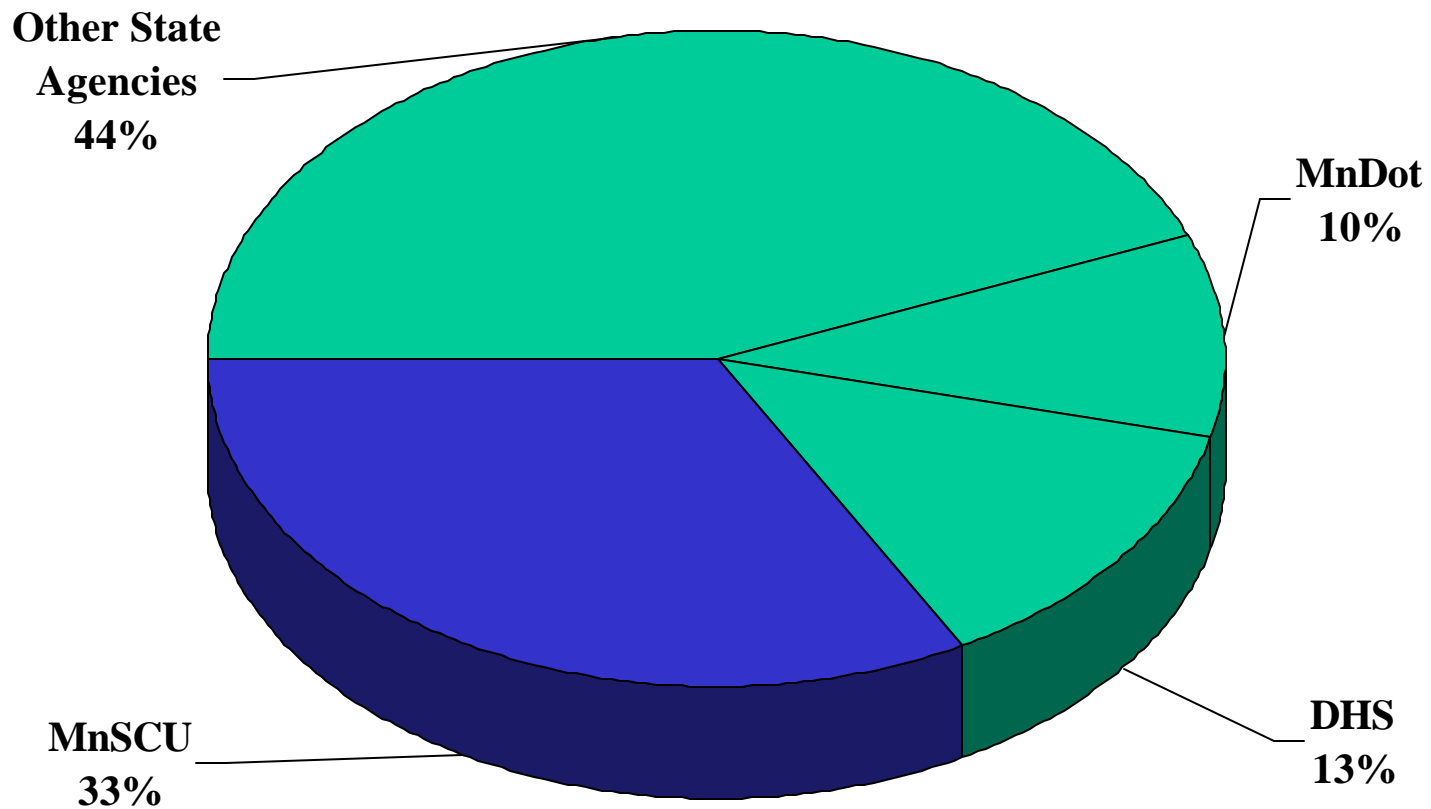
The number of employees, by type of institution, is shown below:

Employee Bargaining Unit	Community Colleges	Consolidated Campuses	Technical Colleges	State Universities	System Office	Grand Totals
Non-unit						
Faculty	432	1239	1122	430	0	3223
Other	96	278	123	106	0	603
Total	452	1307	1245	536	0	3826

Data Source: MnSCU Data Warehouse (SCUPPS)
 Prepared by: Research Unit, MnSCU Personnel Office

Note: Other Appointments include part-time unlimited, part-time temporary, part-time emergency, part-time seasonal, full-time temporary, full-time emergency, full-time seasonal, intermittent unlimited, intermittent emergency, intermittent temporary and intermittent seasonal.

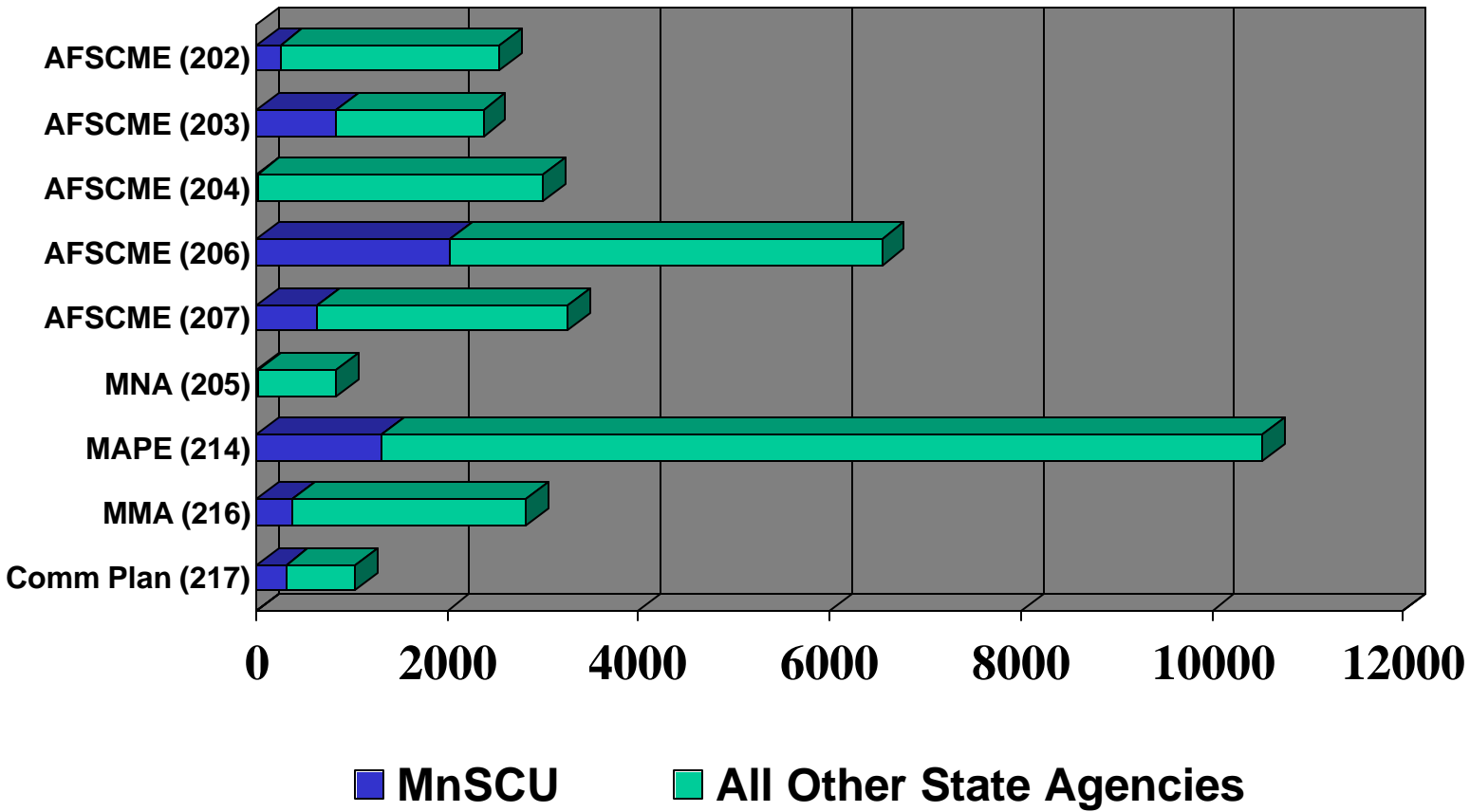
State of Minnesota Government Workforce



State of Minnesota Workforce

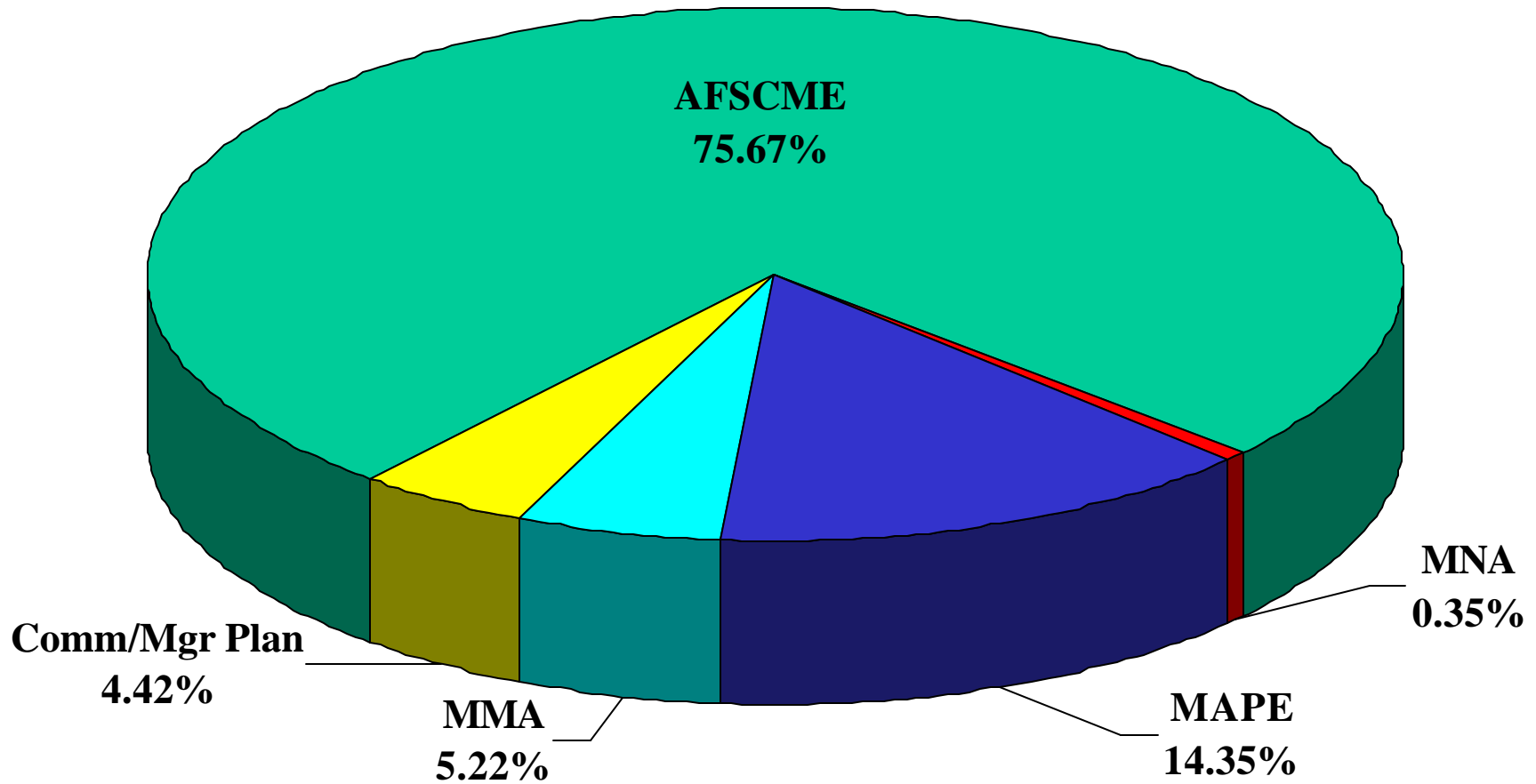
Classified Employees

FY2001

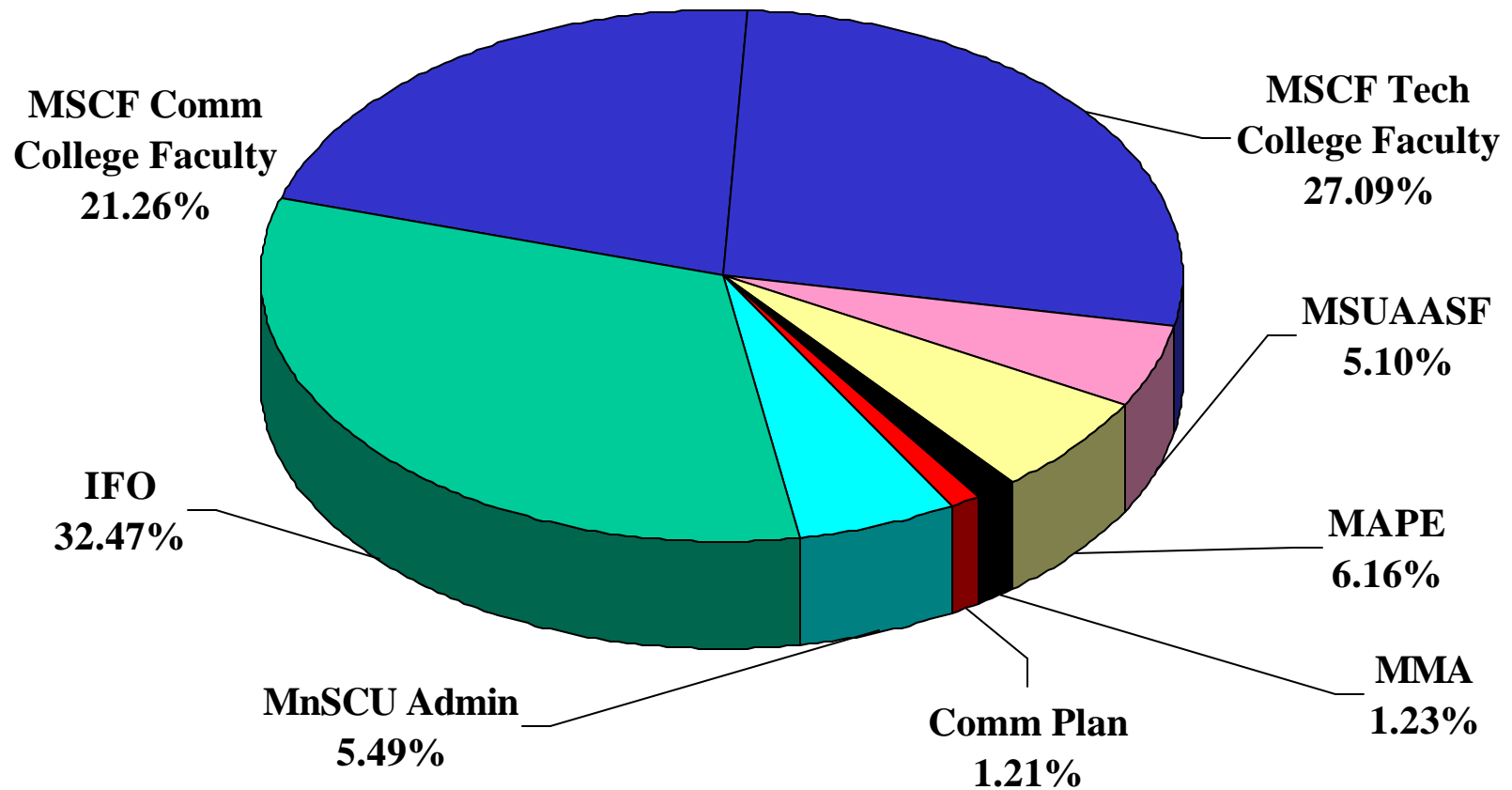


Source: DOER SEMA4 Payroll System, May 2001 (Revised 5/25/01)

Minnesota State Colleges And Universities *Classified Employees* FY 2001



Minnesota State Colleges And Universities *Academic Unclassified Employees* FY 2001



Minnesota State Colleges and Universities Frequency Distribution by Age by Bargaining Unit FY2001

	Age Category						Grand Total
	24 and Under	25-34	35-44	45-54	55-64	65 and Older	
AFSCME - 202	0	8	65	102	71	6	252
AFSCME - 203	30	75	232	279	181	38	835
AFSCME - 204	0	0	1	7	3	1	12
MNA - 205	0	0	3	4	9	1	17
AFSCME - 206	62	312	587	826	395	47	2229
AFSCME - 207	26	110	163	238	85	15	637
IFO - 209	5	331	782	1236	817	119	3290
MSCF-Comm College Faculty - 210	4	284	583	822	535	57	2285
MSCF-Tech College Faculty - 224	8	246	699	1135	633	68	2789
MSUAASF - 211	13	122	140	158	71	2	506
MAPE - 214	38	304	381	446	132	11	1312
MMA - 216	2	20	99	176	78	2	377
Comm. Plan - 217	21	79	80	85	31	13	309
Mgr/MnSCU Admin - 220	0	13	107	268	179	4	571
Total:	209	1904	3922	5782	3220	384	15421
% of Total:	1%	12%	25%	37%	21%	2%	

As of May 1, 2001

Minnesota State Colleges and Universities
Average Age of Retirees by Select Employee Groups
 FY1996 - FY2000

Employee Groups	FY1996		FY1997		FY1998		FY1999		FY2000		5-Year Average	
	# of Retirees	Average Age	# of Retirees	Average Age	# of Retirees	Average Age	# of Retirees	Average Age	# of Retirees	Average Age	# of Retirees	Average Age
IFO	90	62.41	65	62.18	95	62.38	74	63.51	71	62.44	79	62.58
MSCF-Comm College Faculty	37	60.27	50	60.78	62	60.21	95	62.04	51	61.43	59	60.95
MSCF-Tech College Faculty	35	59.11	72	59.60	56	60.43	69	61.44	58	61.22	58	60.36
MSUAASF	6	59.00	9	59.22	6	59.83	11	59.95	9	59.78	8	59.56
Unclassified MAPE	9	60.11	6	62.83	8	63.00	2	60.25	3	63.67	6	61.97
Managers/ MnSCU Admin	17	62.00	10	59.30	24	60.21	21	59.62	19	61.58	18	60.54

As of May 1, 2001

Minnesota State Colleges and Universities

Retirements - Faculty/Administrators

FY1996 - FY2001

Employee Groups	FY1996			FY1997			FY1998			FY1999			FY2000			FY2001		
	Age 55+	Retirements	%	Age 55+	Retirements	%	Age 55+	Retirements	%	Age 55+	Retirements ¹	%	Age 55+	Retirements	%	Age 55+	Retirements (estimated)	%
IFO	804	90	11%	800	65	8%	843	95	11%	880	74	8.41%	923	70	7.58%	693	63	9.09%
MSCF-Comm College Faculty	280	37	13%	519	50	10%	542	62	11%	555	95	17.12%	567	51	8.99%	389	52	13.37%
MSCF-Tech College Faculty	373	35	9%	570	72	13%	605	56	9%	621	69	11.11%	611	58	9.49%	567	73	12.87%
MSUAASF	66	6	9%	66	9	14%	63	6	10%	64	11	17.19%	70	9	12.86%	73	6	8.22%
Unclassified MAPE	69	9	13%	110	6	5%	108	8	7%	117	2	1.71%	119	3	2.52%	143	6	4.20%
MnSCU Admin	104	17	16%	140	10	7%	152	24	16%	154	21	13.64%	167	19	11.38%	183	18	9.84%
Totals:	1696	194	11%	2205	212	10%	2313	251	11%	2391	272	11%	2457	210	9%	2048	218	11%

¹With the Unclassified Retirements, numbers reflect the impact of the TRA Money Purchase plan.

Minnesota State Colleges and Universities

Separation Statistics

FY1996 - FY2000

Bargaining Units	FY1996			FY1997			FY1998			FY1999			FY2000		
	Total in Unit	Total Separations	%	Total in Unit	Total Separations	%	Total in Unit	Total Separations	%	Total in Unit	Total Separations	%	Total in Unit	Total Separations	%
AFSCME - 202	245	6	2%	255	10	3.92%	231	11	4.76%	229	6	2.62%	254	8	3.15%
AFSCME - 203	870	68	8%	855	83	9.71%	741	65	8.77%	737	32	4.34%	797	77	9.66%
AFSCME - 204	16	3	19%	13	1	7.69%	13	1	7.69%	13	0	0.00%	12	0	0.00%
MNA - 205	25	2	8%	21	0	0.00%	18	3	16.67%	19	1	5.26%	20	0	0.00%
AFSCME - 206	2242	156	7%	2217	173	7.80%	1834	181	9.87%	1900	159	8.37%	2033	182	8.95%
AFSCME - 207	556	59	11%	556	56	10.07%	490	61	12.45%	524	25	4.77%	601	66	10.98%
IFO - 209	2994	151	5%	3009	120	3.99%	2764	133	4.81%	2914	128	4.39%	3222	123	3.82%
MSCF - Unit 11 Tech College Faculty - 224	2252	40	2%	2202	47	2.13%	2003	106	5.29%	1948	126	6.47%	2110	83	3.93%
MSCF - Unit 10 Comm College Faculty - 211	2412	140	6%	2463	179	7.27%	2227	154	6.92%	2637	214	8.12%	2688	160	5.95%
MSUAASF - 211	479	36	8%	492	49	9.96%	448	36	8.04%	470	51	10.85%	486	53	10.91%
MAPE - 214	948	109	11%	911	103	11.31%	926	88	9.50%	1035	66	6.38%	1201	146	12.16%
MMA - 216	308	12	4%	338	24	7.10%	315	28	8.89%	333	16	4.80%	401	24	5.99%
Comm. Plan - 217	269	21	8%	267	11	4.12%	175	16	9.14%	319	8	2.51%	339	14	4.13%
Mgr/MnSCU Admin - 220	522	36	7%	518	49	9.46%	463	57	12.31%	472	50	10.59%	542	48	8.86%

Minnesota State Colleges and Universities								
<i>Separations by Type</i>								
FY2001								
Bargaining Units	Death	Resignation	Retirement	Transfer	Layoff	Non-Renewal	Termination*	Grand Total
AFSCME - 202	0	3	3	0	0	0	2	8
AFSCME - 203	1	30	9	1	2	0	24	67
AFSCME - 204	0	1	1	0	0	0	0	2
MNA - 205	0	0	1	0	2	0	0	3
AFSCME - 206	4	53	30	21	2	0	29	139
AFSCME - 207	0	29	5	2	14	0	20	70
IFO - 209	5	33	63	0	0	1	5	107
MSCF - Unit 10 Comm College Faculty - 211	2	7	52	0	2	5	2	70
MSCF - Unit 11 Tech College Faculty - 224	3	32	73	0	41	14	26	189
MSUAASF - 211	1	28	6	1	0	3	3	42
MAPE - 214	0	66	6	4	3	0	25	104
MMA - 216	0	15	8	0	0	0	4	27
Comm. Plan - 217	0	38	2	1	0	2	0	43
Mgr/MnSCU Admin - 220	0	15	18	1	1	0	5	40
Totals:	16	350	277	31	67	25	145	911

*NOTE: For classified bargaining units includes non-certification of probationary period.