

MINUTES

Labor Management Committee Meeting
September 17, 2008
Cowan Hall Conference Room

Present: Debbie Ritz, Kathy Jaynes, Vicki Gist, Julie Strobel, Claudia Dukart, and Lil Lipp.
Stephanie Mennell prepared the minutes.

I. Call to Order

The meeting was called to order at 3:05 p.m. by Kathy Jaynes.

II. Approval of Minutes

Minutes of the July 23, 2008 meeting were unanimously approved. The date of the next meeting will be changed in the last line of the minutes.

III. Old Business

- a. Employee evaluations have been approved by Cabinet and UAC. Have also been approved by Leslie Taylor, legal counsel. The format of the "Supervisor Comments" column will be changed to provide more room. In Section III, the numbers will be moved to the front to make it less confusing. In the rating scales portion, "development opportunities" will be changed to "employee development opportunities" and "opportunity for improvement" will be changed to "improvement needed." It is unanimously agreed that after theses changed, the evaluation will be complete.
- b. LMC Training is scheduled for October 15, 2008. All LMC members are guaranteed a spot. A few others have expressed interest. There is room for 20 people, total. Will check to see if arrangements can be made to hold the training in the Crowley conference room in the SUB. The presenters of the training have requested that everyone bring a copy of the Charter to the training. There will be a LMC meeting on October 16, 2008, from 3:00 – 5:00 p.m. to discuss the training and any other business.

IV. New Business

- a. The Committee agrees that evaluations are needed on all employees. There is no mention of annual evaluations in the CBA or in MSU-Northern's Policies & Procedures. It needs to be determined if this is a union issue or simply a right of management before it can be decided if a policy needs to be created addressing annual evaluations. This issue will be tabled until clarification is obtained.

V. Other

- a. The consensus is that the supervisor training went well. Next, there may be training on more specific topics. It has not been decided who will present supervisor training on the employee evaluations. Possibly Leslie Taylor.
- b. Hope to start performing classified employee evaluations soon after the first of the year. It may be best to have all evaluations performed during a specific time period, such as between March 1 and April 30.
- c. The We Love Northern Ball will be held on February 7 this year. The Chancellor's Office will be sending out e-mails looking for committee members and other volunteers. There is still some question about whether or not classified staff can volunteer. The Chancellor will be asked to attend the next LMC meeting to clarify this issue.
- d. The Festival Days parade is Saturday. Anyone who wishes to walk in the parade with the Northern group is welcome.

VI. Adjournment

Meeting was adjourned at approximately 4:00 p.m.