



## 2012-2013 STAFF & COMPENSATION WORK PLAN

**Committee members:**        **Regent Major Robinson, Committee Chairman**  
   **Regent Angela McLean**  
   **Regent Pat Williams**

**Committee staff:**                Kevin McRae, Associate Commissioner for Communications & Human Resources

The Committee adopts this work plan to guide human resource efforts in support of faculty, staff, contract professional, and contract administrative employees. The following guidance aims to improve the ability of Montana's colleges and universities in recruiting and retaining capable personnel to serve the state's students and citizenry.

### **Goal #1:**

**Secure strong state funding of the Montana University System to ensure that students and the public are served by capable faculty, staff, and professionals in facilities that are conducive to teaching, learning, research, and service.**

**Objective:**        Work effectively with the Governor and the Legislature toward meaningful state support for higher education in the general fund appropriation act, a state employee pay plan, and the state long-range building program.

**Short-term (6-12 months):** Advocate strongly for college and university personnel in the 2013 Legislature, negotiate mutually agreeable labor agreements with faculty and staff in collective bargaining units, and implement equitable wage and salary procedures for personnel who are not in collective bargaining units.

**Long-term (2-3 years):** Maintain momentum and focus in future state budget biennia toward compensation-related issues that affect quality of education through recruitment and retention of capable faculty, staff, and professionals.

## **Goal #2:**

**Maintain Montana University System dialogue between faculty, staff, professionals, administrators, and regents to explore value enhancements that contribute positively to the total employment package or work environment.**

**Objective:** Continue the efforts and conversations of the system's Compensation Focus Group, campus planning groups, labor-management groups, faculty and staff senates, and other related forums to identify and implement improvements that don't necessarily rely on major funding requirements.

**Short-term (6-12 months):** Hold additional Compensation Focus Group discussions in the 2012-13 Academic Year and work closely with labor representatives on the focus group to pursue ideas that may be appropriate for collective bargaining.

**Long-term (2-3 years):** Systemize or normalize a process by which campus leaders report regularly or periodically to the Board of Regents on progress made toward meaningful value enhancements for college and university personnel.

## **Goal #3:**

**Maintain effective labor relations with unions representing nearly 4,000 faculty and staff on matters of collective bargaining, including wages, hours, salaries, and other terms and conditions of employment.**

**Objective:** Bargain in good faith with exclusive representatives in accordance with state law and seek additional union input and participation in a variety of ways.

**Short-term (6-12 months):** Continue the union representation on the Compensation Focus Group and strive toward effective settlements of all labor agreements in 2013.

**Long-term (2-3 years):** Continue to partner with labor organizations in higher education advocacy efforts, in communication with faculty and staff on subjects of bargaining, and in compensation development for future biennia.

**Goal #4:**

**Regularly review and examine aspects of compensation that are particularly pressing or problematic in the view of Montana University System faculty, staff, professionals, and administrators.**

**Objective:** Monitor trends and developments with wages, salaries, health insurance, and retirement benefits for priority planning of needs and solutions that may be competing for finite funds.

**Short-term (6-12 months):** Staff & Compensation Committee meetings in the year ahead should include staff reports and dialogue with faculty, staff, professionals, and administrators to identify particularly challenging conditions or situations (e.g., salary compression and inversion, retirement benefits and funding levels, wage competitiveness, equity and cost considerations for individual wage or salary adjustments, etc.).

**Long-term (2-3 years):** The Committee will lead and coordinate ongoing discussion and development toward compensation methods and tools that improve the ability of campuses to recruit and retain capable personnel to serve Montana students and the public.

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**Current charge to the Committee 2012-2013**

The Staff and Compensation Committee is a standing committee of the Board of Regents that will meet on an as needed basis. The Committee shall provide guidance and assistance on management issues impacting the OCHE and the MUS campuses. The Staff and Compensation Committee shall:

- Review salary and compensation studies;
- Review staff Items and format;
- Review and recommend salary parameters;
- Have general oversight of collective bargaining;
- Review extra compensation reports;
- Review the Staff Compensation Plan program;
- Review and recommend policies and practices of the health insurance and employee benefit program;
- Review and recommend policies and practices of the workers' compensation program;
- Review and recommend policies and practices related to retirement;
- Review and recommend policies and practices related to workforce diversity and diversity reporting;
- Review grievances and litigation and recommend policies or practices related thereto;
- Review and recommend employee evaluation processes;
- Review and recommend OCHE staffing levels, staffing patterns and other staffing matters;
- Review the use of information technology as a management tool within the System;
- Organize and oversee Board and System relations with the State legislature, the State's congressional delegation, the Governor and other governmental officers and bodies;
- Review and recommend procedures for long range planning and goal setting;
- Assume responsibility for other tasks as assigned by the Board or the Chair.