

Documentation and Considerations Prior to Retrenchment and Program Discontinuance

1/23/2011

Retrenchment based on State of Minnesota, MnSCU System, and University budget reductions.
Decisions on retrenchment based on criteria provided.

Documents provided:

November 30, 2010 Meet and Confer

MMB State Budget Forecasts, February 2010, November forecast in December 2010

MnSCU Budget Office report to the MnSCU Board of Trustees , September 2010

All University Meetings Power Points from April 2010, also on President's webpage

December 14, 2010

All University Meetings Power Point, list of \$2 million reductions

August and September 2010

Instructional Cost Study Data FY2009 through FY2006 includes:

Information for lower, upper, and graduate divisions

Cost of instruction per program by FYE and in total

FYE by program

Comparison of SMSU instructional cost to MnSCU Average

January 24, 2011

Packets of Information for Each affected Program

Summary

Instructional Cost Study Data FY2009-2006

Declared Majors for at least past 5 years

Degrees Awarded for at least past 5 years

Items reviewed Prior to Retrenchment:

December 14, 2010 (and ongoing)

All University Meetings Power Point, list of \$2 million reductions, on President's webpage

Overload

Extended Appointments - Extra Duty Days

Reassigned Time

Other noncontractually required items

Shared with Faculty Association, all university meeting, power point, individual meetings

Prior to Retrenchment also considered:

Attrition/Retirements/AEP:

| | | | |
|------|---------|--------------------|---|
| FY10 | IFO | Evans, Cornelia | No hire |
| | IFO | Famion, Mary B | Hired fixed term |
| | IFO | Hickerson, Perry | Hired fixed term |
| | IFO | Holm, William | No hire |
| | IFO | Jones, Harry | Hired probationary |
| | IFO | Ridley, Robert | Hired fixed term |
| | IFO | Sterner, Michael | No hire |
| | IFO | Binsfield, Douglas | Hired fixed term |
| | Admin | Hickerson, Mary | Position redesigned and changed to assistant dean |
| | MSUAASF | Achen, Rebecca | Hired Interim |
| | MSUAASF | Helms, Jeff | No hire |
| | MSUAASF | Petersen, Jessica | Hired |
| | MSUAASF | Rickgarn, Heather | Hired |

| | | | |
|------|---------------------|--|--|
| | AFSCME | Kulla, Linda | Changed to 83% time and reduced classification |
| | AFSCME | Lindsay, Doug | Hired |
| | AFSCME | Newman, D'Ann | Combined Music/Theatre/Fine Arts OASs |
| | AFSCME | Combined Distance Learning and Dean's OAS positions | |
| | AFSCME | Combined Science and Math OAS positions | |
| | AFSCME | Combined WHP and For Lang/Phil/Hum OAS positions | |
| | AFSCME | Eliminated one OAS position in Education | |
| | AFSCME | Eliminated one OAS position in Business/Acctg/Culinology | |
| | AFSCME | Schueller, Richard | No fill within revenue fund |
| | AFSCME | Shearer, Mary | No hire |
| | Confidential | Peterson, Lynn | Combined with Assistant to the Provost |
| | Confidential | Weverka, Lorraine | Combined with Assistant to the President |
| FY11 | IFO | Glasgow, JoAnne | Hired fixed term |
| | Admin | Fraunfelder, Doug | Hired interim |
| | MSUAASF | Morman, John | Undecided |
| | AFSCME | Eis, Dianne | Hired reduced % time and classification |
| | MAPE | Gawarecki, Patricia | Changed positions filled by temporary IT |
| | MAPE | Gerber Meier, Nancy | Changed position filled IR |
| | AFSCME | Ohlemann, James | Reduced position to GRW, filled |
| | AFSCME | Persoon, Joyce | Hired |
| | IFO | Swartz, James | Undecided yet, but likely some fill |
| | IFO | Enerson, Paul | Undecided yet, but likely some fill |
| | IFO | Howe-Noyes, Dicksy | No hire |
| | IFO | Gittens, Winston | Undecided |
| | IFO | Jones, Linda | No hire |
| | IFO | 7 Fixed Terms | Non-renewals |
| | Freezing Vacancies: | | |
| FY11 | AFSCME | Business Services OAS | |

January 24, 2011

Reasons for considering retrenchment

12/14/2010 All university meeting and in power point on President's webpage

Anticipated Attrition for all bargaining units/plans and staff reductions

Revenue Fund Position

Advancement Position

OAS Int. Bus Services Vacancy

Cultural Diversity/Administration Position

Reduction to Counselor

Reductions to Assistant Trainer Positions

Non-renewal of 7 FT positions

DRAFT Budget for FY12-13 giving overview of budget

\$2 million of reductions from December all university meeting have been factored into the estimated budget

12/14/2010 All university meeting and in power point on President's webpage

Non Personnel reductions:

Academic Operating Budgets

Athletic Operating Budget

Carryforward savings from FY11

Enrollment Information: final for FY09 and FY10, actual for FY11 as of 1/23/11
and estimated enrollments for FY12

Estimated Costs of Layoff:

- Severance - varies by employee - estimate \$10,000
- Insurance - one year, if single about \$6,000-7,000 and if family about \$16,000
- Outplacement counseling - \$3,750
- Re-employment benefits - up to 86 weeks, max rate is \$578/ week = \$49,708
- First year costs of layoff = \$59,806 if begins July 1
- FY11 - about \$19,000, 9 weeks re-employment, counseling, and severance
- FY12 - about \$46,000, 52 weeks re-employment, 1 year insurance (tenured)
- FY13 - about \$15,000, 25 weeks of re-employment

Emailed to IFO President, November 2010

Seniority Roster, shows all positions by category and status

FACULTY RETIREMENT FY10-11

Last Base Salary

| | | |
|--------------------|---------|-------------------------------------|
| Evans, Cornelia | 78,348 | not replaced |
| Faimon, Mary B | 74,725 | replaced by FT |
| Hickerson, Perry | 114,445 | replaced by FT |
| Jones, Harry | 94,691 | replaced by probationary |
| Ridley, Robert | 114,445 | replaced by FT |
| Sterner, Michael | 104,099 | not replaced |
| Glasgow, JoAnne | 76,515 | replaced by FT |
| Swartz, James | 96,960 | Undecided yet, but likely some fill |
| Enerson, Paul | 114,445 | Undecided yet, but likely some fill |
| Howe-Noyes, Dicksy | 71,267 | not to be replaced |

FACULTY VACANCIES AT END OF FY11

| | |
|--------------------------|-------------------------------------|
| Swartz, James | Undecided yet, but likely some fill |
| Enerson, Paul | Undecided yet, but likely some fill |
| Howe-Noyes, Dicksy | not to be replaced |
| Gittens, Winston | undecided |
| Math FT, failed searches | not filling |

FIXED TERM TO NOT BE RENEWED at end of FY11

| | | |
|-----------|-------------------|--------|
| Sociology | Livingston | 49,960 |
| Spanish | Sanchez Aiz-Corbe | 54,923 |
| English | Preteau | 39,426 |
| English | Systelian | 39,426 |
| Finance | Sneide | 76,515 |
| Art | Hand | 46,534 |
| Business | Rivera | 61,829 |

New Positions to be hired:

unknown if any