Rochester Community and Technical College
AFSCME Labor/Management
Minutes for Friday, October 12, 2012 – 2:00 p.m. – Presidents’ Room

Present: K. Clark, J. Clark (President - Local 4001), Drenckhahn, Engelmeier, Gross, Martin (Business Agent), O’Dea, Sahs, Schmall, Supalla, Tucker, Weber, Kingsbury (Recorder), Staloch (Guest)

ITEM 1 (AFSCME/Admin) Snow Removal/Essential Employees – Supalla reported the weather essential positions would remain the same for the upcoming year and Administration plans to, again, request volunteers first from the 2nd and 3rd Shift GMWs, and if there aren’t volunteers, then they would be assigned based on least senior in each shift. Staloch added he would work with Engelmeier to communicate the essential employee appointments, and work with any individuals that may have work restrictions (assigning them to the lighter indoor work instead of the heavy snow shoveling outside). Staloch also reminded everyone the biggest issue is operating the heavy equipment for snow removal around the Bubble so as not to damage the Bubble fabric. Supalla added if the November 6th Sales Tax Reauthorization is approved, funding to finish the final phase of the Stadium would become available and during the design conversations, discussions would take place about adding a wall to attach the inflatable bubble, which should eliminate the issues currently being experienced with the snow removal. Martin responded that AFSCME supports the Rochester sales tax reauthorization because it means jobs, and would be willing to assist in promoting the sales tax reauthorization information to the AFSCME members. Action: Engelmeier and Staloch will finalize the weather essential appointments and communicate with those employees.

ITEM 2 (AFSCME) Overtime – Clark questioned the status on the overtime list for GMWs. Staloch responded the most up-to-date listing was posted in April of 2012, noting overtime has been limited to basically the engineers that were needed for HVAC issues and electrical shutdowns. Action: Information Only.

ITEM 3 (Admin) Enrollment Update: Supalla reported preliminary enrollment numbers reflect a 3% growth in student headcount, and a 1.7% increase in credits sold. Supalla also noted that since the FY13 Budget was developed with an assumption of a 1% enrollment decline, financially the College is in good shape. Supalla reported that the College continues to experience growth in the online offerings, with about 55% of the credits sold in the Summer of 2012 generated from online courses. Action: Information Only.

ITEM 4 (Admin) Construction Projects Update – Supalla reported the WorkForce Center groundbreaking was held in late September, with construction scheduled to commence in the Spring of 2013. Under the arrangement, MnSCU/RCTC would own the building, Department of Economic and Employment Development (DEED) would hold the lease, and employees of Workforce Development, Inc. and the Rochester WorkForce Center would be the occupants of the facilities. Supalla also reported that the Regional Public Safety Training Center held a groundbreaking ceremony for their facilities, and RCTC is a partner in the initiative because of the Law Enforcement program and Motorcycle Safety Training classes. The College’s Carpentry and Law Enforcement Programs have made a future commitment of constructing a simunition house at the Regional Public Safety Training Center. Supalla reported that security cameras have been installed in the East Parking Lot, and security camera updates are also being planned for the Sports Center. Action: Information Only.

ITEM 5 (AFSCME/Admin) Budget IPP/Audit – Supalla reported that the College is fiscally strong with a 7% reserve balance and positive growth of the CFI and FCI numbers. Supalla added Administration has a Budget Review session scheduled for next week, and there is hope that some items not previously approved in the IPP process can now be restored because of the unexpected enrollment growth. Supalla also reported the financial audit was completed and there was one significant finding that relates to the interagency agreement with Winona State University. It was noted that because WSU’s budget is much larger than RCTC’s, the dollar amount does not result in it being a significant finding for WSU, but it will for RCTC. Action: Information Only.
ITEM 6 (AFSCME/Admin) Intermittent Help/Search Update – Tucker questioned if the College was considering expanding their pool of intermittent workers, noting he had heard that the number of available individuals to do intermittent work has dwindled over the years. Supalla confirmed there is often intermittent work needs, especially at the UCR Regional Sports Center, and it may be time to re-evaluate the needs and rebuild the list of available intermittent workers. Engelmeyer provided an update on searches for AFSCME positions, and also reported the Safety Coordinator (a MAPE position) search failed and alternative ways of filling the safety need for the College are being investigated both with other MnSCU institutions and the Rochester Public Schools. Martin suggested that Administration also look at options of sharing services with non-MnSCU organizations, such as the Department of Transportation or Department of Natural Resources. Martin stated MnSCU should take advantage of having a state-wide system (i.e. sharing of expertise state-wide with a team of qualified individuals that can be leveraged during peaks periods on the campuses.) ACTION: Staloch and Engelmeyer will visit with Kellas to begin the process of reviewing the intermittent list and expanding the pool of eligible intermittent workers.

ITEM 7 (AFSCME) Campus Service Cooperative – J. Clark reported that AFSCME has had conversations with the system office staff about moving the Campus Service Cooperative initiative forward, stressing that AFSCME employees want to be part of the planning to determine best practices to ensure success of the program. J. Clark requested that RCTC assist AFSCME in getting the message to the right people that the employees are available and willing to help. Supalla reported that at RCTC, southern regional meetings have been held, including those with frontline employees, to determine possible shared services regionally to ensure effective and efficient operations. J. Clark added AFSCME’s other concern is once the system office receives information from the consultants, services will be implemented as pilots without consulting with the employees that do the work. Martin added that often the “buy in” on a new initiative is best if it doesn’t come from the top down, but rather from the trenches of the frontline staff that do the work. Martin also stated conversations have been going on for 15 years about sharing employees in specialty trades throughout the system, and MnSCU still hasn’t taken advantage of that, nor taken advantage of establishing an inventory of supplies throughout the campuses that could leverage savings when purchasing supplies in bulk. ACTION: Information Only.

ITEM 8 (AFSCME) Time Off to Vote – Martin announced changes to the Minnesota State Statute relating to time off work for employees to vote now states an employee is not limited to taking the time off in the morning hours, but can take time off to vote anytime throughout the day. ACTION: Engelmeyer will communicate new State Statute language with the supervisors.

Adjourned at 3:11 p.m.

NEXT MEETING: Friday, January 18, 2013 – 1:00 p.m.
Presidents’ Room (4th Floor College Center Building)