

**MINNESOTA STATE UNIVERSITY ASSOCIATION
OF ADMINISTRATIVE AND SERVICE FACULTY MEET and CONFER**

Thursday, May 3, 2018

1:15-2:45 P.M.

CSU 203

Present: President Davenport, Sara Granberg-Rademacker, Bobby Fleischman, David Jones, Marilyn Wells, Steve Barrett, Rick Straka, Henry Morris, Jean Clarke, Jamie Van Boxel, Kristel Seth, Ramon Pinero, Rachel Tanquist, Rich Wheeler, Oscar Gonzalez, Mel Iverson

Meeting Chair – President Davenport

I. Information Items

A. Review of Notes

- No changes noted. If changes are needed they can be recommended to the MSUAASF President.

B. MSU President's Report (R. Davenport)

- The employee appreciation breakfast will take place on Monday 5/7/18 from 8-9:30am in the University Dining Center.
- The annual President's Retreat has been tentatively set for Tuesday, August 14th
- The convocation address has been scheduled for Monday, August 20th.
- Chancellor Malhotra is visiting Mankato today for an interview with the Free Press to help support the MN State appropriations request. Chancellor Malhotra is on a 10 city tour in 2 days.
- All Presidents with bonding projects will be at the MN House at 9:30am tomorrow. Since we are 3rd in the bonding projects and 4th on the list we stand a good chance of being funded.
- R. Davenport attended the I90 Legislative event yesterday with 125-150 legislators. R. Davenport spoke to many key legislators about the bonding project and they seemed confident that we would get funded. The only concern is if there is a large legislative battle at the end of the session and there is no bonding project this year.
- The Leadership Council meets next week. The Council is scheduled on our campus in June. R. Davenport is seeing how many people from campus he is able to invite to the event to meet with the Presidents.
- R. Davenport stated that we accomplished a lot this year. We set the boat in motion and have a good sense of direction.

C. MSUAASF President's Report (S. Granberg-Rademacker)

- We are almost at the end of the academic year. Our members are working on preparing programs and academic opportunities for next year and introducing new students to campus. This is a time of reflection and moving forward for our members.
- Our contract has been approved and is now at the legislature. It will be attached to a clean omnibus bill so it will hopefully be approved by the end of the session.
- Our contract has changed regarding contract release time and shared governance. S. Granberg-Rademacker thanks HR for helping to navigate this territory. HR and MSUAASF started talking about this change last summer. HR released a document on how to interpret shared governance and how it affects MSUAASF. This is unprecedented in the system and one less thing new MSUAASF leadership has to worry about in the fall.
- S. Granberg-Rademacker thanked R. Davenport, B. Fleischman, S. Barrett, and M. Wells for the excellent attendance for Dori Leland's FLSA presentation. S. Granberg-Rademacker appreciates Dori Leland's black and white delineation for what FLSA means and what it

doesn't. Dori Leland's presentation at Mankato was by far the best attended in the system. Our members were able to ask questions and gain clarification.

- S. Granberg-Rademacker thanked our executive team members who won't be at the table next year for their service this year: J. Clarke, K. Seth, R. Wheeler, R. Pinero, O. Gonzalez.
- R. Davenport seconds the accolades to the executive team this year.
- S. Granberg-Rademacker announced the new executive team for the 2018-2019 academic year: J. Van Boxel, M. Iverson, M. Slotemaker, R. Tanquist, C. Nelson.
- Our membership approved constitutional changes for staggered MSUAASF leadership to provide more continuous service to our members and leadership.
- ASF contract negotiation starts again in 6 months.

D. Vice President Student Affairs & Enrollment Management Report (D. Jones)

- Summer enrollment down is 3% or 32 FYE. This is not surprising since enrollment was down for spring.
- Fall enrollment is up 1.8% in overall applications. There is a .5% decline in overall undergraduate applications due to the decrease in international applications. Graduate applications are up 23%. Intent to enroll is up 11% compared to next year.
- We are up 16 FYE for continuing student fall enrollment compared to last year.
- R. Davenport asked if we currently have information on concurrent enrollment. D. Jones says that we do not but we do have more high schools that we are contracting with for this fall compared to last fall.
- S. Granberg-Rademacker asked if that data gives us a good sense of retention. D. Jones answered yes. D. Jones stated that for current students who are not yet registered (but are eligible to return) we text them, call via our call center, and send a postcard in the summer. D. Jones also stated that the 10th day of classes is a better date to determine retention from last year.
- S. Granberg-Rademacker also asked what the context is for being 16 students up. D. Jones answered that for calculation purposes 15 credits=1 FYE. Since our registration windows are different than last year due to a later fall start it is a good sign we have positive retention numbers.
- J. Van Boxel asked if it shows positive retention since the spring term is a smaller overall class and we are still up 16 FYE. D. Jones answered yes.
- M. Iverson asked about orientation and housing numbers. D. Jones answered that orientations are approximately 16% up. They have expanded orientation seats to accommodate.
- J. Clarke stated that Learning Communities are up as well.

II. Discussion Items

A. Budget (R.Straka)

- The Strategic Budget Plan results were emailed out today. The email reviewed the process and gave links to see the final categorizations.
- There were 370 programs involved, 311 of which were academic. These categorizations will be important as we look at next fall and the work we have to do to balance the budget.
- In 2019, R. Straka is projecting a 2 million dollar structural deficit, 3 million when tuition is factored in.
- We do have a salary savings with vacancies and failed probationary searches of around a million dollars to build into the budget.
- R. Straka plans on using the Strategic Budget Plan results as a piece of plan along with other strategic and academic plans to see what we need to do to meet the deficit next year as well as where we can make investments (reallocations).
- For context we have a \$150 million budget so our deficit is only 1.5% of the overall budget. We are still funded for 98-99% of what we do.
- Cash flow wise this year very good year. Inflation from year to year was less than expected. There was a positive cash flow and we can reserve 2 million to help settle next year.

- R. Davenport's meeting today is to support the full proposal from the board of trustees and the chancellor.

B. HR Topics (S. Barrett)

- Human Resource Vacancies
 - S. Granberg-Rademacker found some inaccuracies on the fixed term list. S. Barrett will send an updated list today.
 - The vacancies list show where we are in the search process and by bargaining unit. We currently have a 3% vacancy rate. This is slightly higher than state overall but we're in the ballpark. Our vacancy rate is always higher this time of year.
 - If you have any questions regarding the vacancy list please send an email to S. Barrett.
- Human Resources Investigation Process
 - There are 18 total complaints with an additional 1 that arrived this morning.
 - The new process is running smoothly. The investigations are starting earlier and completed in a timely manner. HR is currently just under 30 day goal and their goal is to finish the academic year in June with similar numbers.
 - It is harder for HR to schedule interviews in summer due to people being off campus. S. Barrett hopes this doesn't skew the average too much.
 - S. Barrett will put together a year-end report by bargaining unit. There are not a lot of ASF investigations.
- FLSA, May 2 Expert Visit
 - Very well attended sessions with Dori Leland and Jim Jorstad. There were a lot of good questions and guidance for people affected by FLSA.
 - One of the questions that came up was hiring hourly staff as adjunct professors. A number of our adjunct professors are already hourly employees. S. Barrett advises departments to hire the best adjuncts we can get and to not base decisions on overtime eligibility.
 - S. Barrett was unable to attend the morning session. J. Van Boxel and S. Granberg-Rademacker attended and said it was good.
 - S. Granberg-Rademacker stated that individuals in both sessions asked for clarification on who decides whether overtime is paid time or comp time. The MSUAASF contact states that supervisors and employees should come to a mutual agreement, but if no agreement is met, the MSUAASF employee chooses.
 - S. Barrett stated that he is not sure if a lot of overtime expenses have been accrued since ASF positions transitioned to hourly.
 - J. Clarke stated that it is has been challenging transitioning to overtime. She gave the example of paying attention to if you answer the phone at your desk during your lunch break and then having to count that as work time. It is challenging for staff to put down that they worked overtime even though they should because we've never had to before.
 - S. Barrett answered that this is part of the transition that will take time.
 - H. Morris asked if once an employee decides on comp time verses overtime if it can be reversed. S. Barrett originally answered that it can't unless they leave the University. R. Straka stated that depending on the contract, employees have the discretion to cash out comp time for paid overtime. The ASF contract also specifies how much comp time can be accrued before it must be paid as overtime.
 - S. Barrett stated that it is helpful that J. Van Boxel is doing his doctoral dissertation on FLSA.
 - J. Clarke added that it is important for supervisors and employees to know that it is okay if things don't get done on the timeline that they used to. Supervisors must be held accountable if they reprimand employees for not being able to accomplish what they used to in 60 hours when employees are now limited to 40 hours. R.

Wheeler added that if they keep the same expectations they must pay overtime for it now.

- S. Barrett stated that some departments, such as Residential Life, will need to re-organize things and set reasonable expectations for what to expect.
- J. Van Boxel stated that there are two areas to look at in the next year. The first is if there is pressure to change position descriptions. The second is to see whether employees are evaluated differently now that they are considered hourly.
- Members have expressed concern that they are being evaluated poorly because they can't accomplish what they used to without overtime.
- R. Davenport asked S. Barrett how long the remaining positions will take to be reviewed. S. Barrett thinks they will all come back this summer.
- H. Morris stated that no one should be working 60 hours every week and that it should always have been peak times and non-peak times. The balancing act with FLSA is the problem now since we are limited to pay periods instead of the whole academic year.
- J. Clarke stated that for our members non-peak time is when we accomplished items on our to-do lists that have been put off for years and may now not ever get accomplished.
- R. Straka stated that this is similar to a change in facilities staff a few years ago where expectations had to be reduced on the time projects would take. Some services also had to be eliminated such as hanging up items in offices.
- R. Straka stated that we will have to adjust and possibly make future budget changes and allocation decisions for overtime and comp time or more positions may have to be created.
- S. Barrett will keep us involved as positions come back from the system office.
- R. Davenport recommended holding a supervisor orientation training to head off grievances from staff who are being penalized for now having to get all of their work done within 40 hours. Supervisors ordinarily expected will take longer and need to work with the staff to make sure everything is accomplished. Don't need to back up HR with unnecessary complaints. S. Barrett says he can put that together.
- Anna Maravelas Follow-Up
 - The video of the afternoon session is now posted. The link went out to staff today and will be available for one month for staff who could not attend the session.
 - The issues addressed are not a one talk thing. There will be future discussions in the fall of where we go from here to maintain and build a respectful workplace environment. This talk was meant to spur discussion and ideas for how to make our workplace the best it can be.
 - S. Granberg-Rademacker heard Anna Maravelas speak before at the Leadership Institute. S. Granberg-Rademacker appreciates that she was brought on campus and hopes that individuals we wished were in the audience are able to hear the message.
 - J. Van Boxel added that a message he hopes we build on in the fall is how to be more civil to others and how to manage situations where we don't have the organizational power to give people more control over a situation that they may not think they have.
 - S. Barrett was pleased that many people attended.
 - R. Straka added that his staff really liked the presentation. He and his staff discussed the importance of dealing with and recognizing emotional and physical reactions to situations. R. Straka stated that this training was very helpful and as a supervisor it was very appreciated. R. Straka is encouraging his staff members who weren't able to attend to watch the video.
- Staffing Process
 - An HR team was created to work on staffing processes and how we can improve them.

- The length of time to hire is standing out as an area to improve. ASF and faculty positions take around 160 days to fill. Classified positions take an average of 80 days. This is a long process.
- This is an open discussion for how to make improvements and get the best people we can. As an organization we want to reach people and make offers sooner than anyone else to get the best faculty and staff since we are competing nationally and with system colleagues.
- There will be more data to compile and share in the fall. S. Barrett would like to see if there is a correlation between a failed search and the length of time the search takes. S. Barrett would also like to see how many qualified candidates drop out during a search.
- S. Barrett plans on reviewing the last 2.5 years of staffing and recruiting data to get a baseline of where our hiring timeline is currently at to then make a plan of where we got from here. He plans to hit the ground running with the plan in September.
- S. Granberg-Rademacker asked what an ideal hiring timeline would be. S. Barrett answered that it is a balancing process that identifies the best of the best but in a timely fashion to get offers sooner. S. Barrett believes that it should be shorter than it is now but that he does not have a specific answer for faculty positions yet. For classified positions, in his experience it should not take more than 30 days.

C. Legislative Update (R. Straka)

- The governor recommended 10 million dollars for the 2019 fiscal year and ISRS NextGen. The House and the Senate proposed significantly less funding than that. There will likely not be much funding for the fiscal year and maybe some funding for NextGen.
- J. Clarke added that our state ASF recommended members to contact our legislators regarding funding NextGen to let them know what it means to our daily work when ISRS crashes. Underfunding NextGen is detrimental to our daily work and student success.
- R. Davenport added that the President's Office sent out letters to all legislators. D. Malhotra is doing a press tour regarding this and getting the Presidents involved.
- D. Malhotra and R. Davenport will be talking with the Free Press tonight about our funding needs and the bonding project during the 30 minute interview.
- There is currently a political battle between the legislature and the governor regarding the DMV that may affect the legislative climate.

D. Essential Employees and Campus Closed Announcements (MSUAASF)

- MSUAASF brought this topic to the table to continue the conversation from our February Meet and Confer.
- Since weather essential employees are notified at the beginning of the academic year this is a good time to clarify our policy and procedures before that occurs.
- It is important to clarify who is weather essential and what that communication means in regards to working from home or the right to take vacation.
- Students and families dealt with misinformation at the last closing (ex. My kid can't eat in the dining hall) so we are hoping to reduce that misinformation in the future.
- J. Van Boxel stated that there are two important challenges to discuss. The first is it's important to recognize that there is a drop in services because there is not enough staffing to clear parking lots and accessibility stalls have been blocked by snow. There also was not enough staff to clear doorways. There is no clear solution to this. The second is that we need to add more context to the Campus Closed legal term since families take it literally and we want to reduce stress for parents who assume their student will not be able to stay in the dorms or eat.
- R. Davenport acknowledges that closing the campus is a difficult decision to make since we are a residential campus. K-12 schools and Community Colleges have an easier time. B. Fleischman communicates with R. Davenport regarding the weather at all times day or night to keep him updated on the status of the roads and weather.

- B. Fleischman stated that whether busses are running or not is a major consideration to if we close. We have to balance the needs of the students in residence vs. those who have to commute to campus. Roads are another factor and if Paul Corcoran's crew can keep up with the snow.
- These conversations often go through the night. J. Van Boxel says that our board understands those concerns. We understand that it is a tough call and that there is not a lot of complaining or second guessing.
- R. Straka added that AFSCME staff have raised the concern that someone who lives three blocks away is always required to come to work whereas someone who lives farther away is not required to come in because they can't travel. There is not a perfect solution because both sides' concerns are valid.
- B. Fleichman stated that Paul Corcoran's crew does a great job of getting ahead of the snow. The executive team tries to coordinate closures so that the information will run on the 10pm news instead of waiting until the 4am newscast as the procedures require.
- R. Straka adds that we can control the messaging on our website, emails, star alerts, etc. but we can't control the media's messaging.
- Our Normandale class cancelled decisions are easier because we can base them on what Normandale College is doing. The 7700 building is also an independent decision so there are 3 separate closure decisions that need to be made. M. Wells added that individual faculty members can make independent decisions regarding their own classes. Just because one class is cancelled does not necessarily mean that the rest will be.
- R. Straka stated that we can beef up our Star Alert message to clarify what Campus Closed means.
- R. Davenport stated that we haven't solved the Campus Closed dilemma but we will continue to discuss solutions.

**Position Vacancies by Status
Meet-and Confer, Thursday, May 3, 2018**

Search Not Started

C/U	POSITION TITLE	PRF	POSITION	FUNDS	SOURCE	BU	TYPE	DEPT	RANGE	NAME	START DATE
C	Administrative Assistant	AA18150	EXISTING	EXISTING	GENERAL	AFSCME	TEMP	K-12 & Secondary Programs	OAS INT		
U	Access Specialist	AA18161	NEW	NEW	GENERAL	ASF	PROB	Accessibility Resources	B		
U	Industry Relations Director	AA18165	EXISTING	EXISTING	GENERAL	ASF	PROB	University Extended Education - TCE	C		
U	Acting Educational Advisor	AA18185	EXISTING	EXISTING	NON-GEN	ASF	EXT FUNDED	Educational Talent Search Center for	B		
U	Customized English Language Trainer	AA18189	NEW	EXISTING	NON-GEN	ASF	INTMT	English Language Programs	B		
U	Customized English Language Trainer	AA18190	NEW	EXISTING	NON-GEN	ASF	INTMT	Center for English Language Programs	B		
C	Dental Hygienist	AA18191	NEW	EXISTING	NON-GEN	COMMS	INTMT	Dental Hygiene	DENTAL HYGIENIST		
C	Dental Hygienist	AA18192	NEW	EXISTING	NON-GEN	COMMS	INTMT	Dental Hygiene	DENTAL HYGIENIST		
C	Dental Hygienist	AA18193	NEW	EXISTING	NON-GEN	COMMS	INTMT	Dental Hygiene	DENTAL HYGIENIST		

U	Interim Recruitment & Retention Advisor	AA18196	EXISTING	EXISTING	GENERAL	ASF	FIXED TERM	OASIS	B
U	Interim Recruitment & Retention Advisor	AA18197	EXISTING	EXISTING	GENERAL	ASF	FIXED TERM	OASIS	B
C	Kearney Center Coordinator	AA18200	NEW	EXISTING	NON-GEN	AFSCME	UNLIM	Kearney Center for International Student Services	OAS INT
C	Administrative Assistant	AA18201	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Anthropology	OAS INT
U	Assistant Professor or Instructor	AA19053	NEW	EXISTING	GENERAL	IFO	FIXED TERM	English	ASST PROF INSTR
U	Assistant Professor	AA19078	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Social Work	ASST PROF
U	Instructor (Assistant Director of Forensics)	AA19080	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Communication Studies	INSTR
U	Instructor (Assistant Director of Forensics)	AA19081	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Communication Studies	INSTR
U	Acting Director of Recruitment and Retention	AA19082	EXISTING	EXISTING	GENERAL	ASF	FIXED TERM	Center for Educator Partnerships	C
U	Laboratory Coordinator	AA19083	NEW	EXISTING	GENERAL	ASF	PROB	Biological Sciences	LAB COORD
U	Assistant Professor or Instructor	AA19085	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Biological Sciences	ASST PROF INSTR
U	Interim Dean of Library Services	AA19086	EXISTING	EXISTING	GENERAL	ADMIN	AT WILL	Library Dean's Office	8
U	Assistant Professor	AA19087	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Mechanical and Civil Engineering K-12 &	ASST PROF
U	Assistant Professor	AA19088	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Secondary Programs	ASST PROF

U	Interim Director of Student Achievement	AA19089	EXISTING	EXISTING	GENERAL	ASF	FIXED TERM	OASIS	C				
U	Assistant Professor	AA19090	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	English / Technical Communication	ASST PROF				
C	College Lab Assistant 1 / Chemical Hygiene Officer	FA18044	NEW	EXISTING	GENERAL	AFSCME	UNLIM	Health and Safety & Risk Management	CLA1				
C	General Maintenance Worker	FA18046	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Building Services	GMW				
U	Coordinator of Hockey and Video Operations	FA19002	EXISTING	EXISTING	GENERAL	ASF	PROB	Intercollegiate Athletics	B				
U	Men's Baseball Assistant Coach	FA19003	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR				
U	Women's Basketball Assistant Coach	FA19004	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR				
U	Women's Basketball Associate Head Coach	FA19005	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR				
U	Men's Football Assistant Coach	FA19006	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR				
U	Men's Football Assistant Coach	FA19007	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR				
U	Men's Football Assistant Coach	FA19008	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR				
U	Men's Football Assistant Coach	FA19009	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR				
U	Women's Hockey Assistant Coach	FA19010	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR				
U	Men's Cross Country Head Coach	FA19011	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR				

U	Men's and Women's Track & Field Assistant Coach	FA19012	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
U	Men's Wrestling Head Coach	FA19013	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	ASST PROF
U	Men's Wrestling Assistant Coach	FA19014	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
C	Technology Buyer	IT18004	EXISTING	EXISTING	NON-GEN	MAPE	UNLIM	Campus Computer Store	BUYER 1
C	Solutions Architect	IT18007	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	Strategic Operations	ITS 3
C	Solutions Architect	IT18008	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	Strategic Operations	ITS 3
C	Solutions Architect	IT18009	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	Strategic Operations	ITS 3
C	General Maintenance Worker	SA18015	NEW	NEW	NON-GEN	AFSCME	TEMP	Residential Life	GMW
C	Temporary GMW	SA18018	EXISTING	EXISTING	NON-GEN	AFSCME	TEMP	Residential Life	GMW
C	Temporary GMW	SA18019	EXISTING	EXISTING	NON-GEN	AFSCME	TEMP	Residential Life	GMW
C	General Maintenance Worker	SA18034	EXISTING	EXISTING	NON-GEN	AFSCME	TEMP	Residential Life	GMW
U	Counselor	SA18040	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Counseling Center	INSTR
U	Counselor	SA18041	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Counseling Center	INSTR
U	Military & Veteran Student Success Coordinator	SA18042	EXISTING	EXISTING	GENERAL	ASF	FIXED TERM	Student Affairs	B
U	Interim Director of Annual Giving Program	UA18012	EXISTING	EXISTING	GENERAL	ASF	FIXED TERM	Development - Annual Giving	D

U Interim Director of Development for Allied Health & Nursing
 UA18013 EXISTING GENERAL ASF FIXED TERM
 University Development D

U Interim Director of Development for Science, Engineering & Technology
 UA18014 EXISTING GENERAL ASF FIXED TERM
 University Development D

Open / Bidding

C/U	POSITION TITLE	PRF	POSITION	FUNDS	SOURCE	BU	TYPE	DEPARTMENT	RANGE	NAME	START DATE
	Director of							College of			
U	Communication and Events	AA18184	EXISTING	EXISTING	GENERAL	ASF	PROB	Business Dean's Office Center for	C		
C	Education Abroad and Away Coordinator	AA18194	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Education Abroad and Away	OAS INT		
U	Director of Communication and Endowed Programs	AA19033	EXISTING	EXISTING	NON-GEN	ASF	PROB	College of Arts & Humanities Dean's Office	A		
U	Associate Professor	AA19038	EXISTING	EXISTING	GENERAL	IFO	PROB	Accounting/Business Law	ASSOC PROF		
U	Assistant Professor	AA19044	EXISTING	EXISTING	GENERAL	IFO	PROB	Sociology & Corrections: NPL	ASST PROF		
U	Assistant Professor	AA19054	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	English	ASST PROF		
U	Associate or Assistant Professor	AA19062	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	ECET	ASSOC ASST PROF		
U	Associate or Assistant Professor	AA19064	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	ECET	ASSOC ASST PROF		
U	Associate or Assistant Professor	AA19084	EXISTING	EXISTING	GENERAL	IFO	PROB	Aviation	ASSOC ASST PROF		

C	Loan Coordinator (formerly Financial Aid Program Support)	FA18039	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Student Financial Services	OAS INT
U	Asst. Men's Basketball Coach	FA19001	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
U	Admissions Officer	SA18039	EXISTING	EXISTING	GENERAL	ASF	PROB	Admissions	B
C	Senior Director of Advancement Services	UA18006	NEW	EXISTING	GENERAL	MMA	UNLIM	Advancement Services	SR DIR

Reviewing Applications

C/U	POSITION TITLE	PRF	POSITION	FUNDS	SOURCE	BU	TYPE	DEPARTMENT	RANGE	NAME	START DATE
C	Library Technician/Late Night Tech	AA18151	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Library Services	LIB TECH		
C	Administrative Assistant	AA18174	EXISTING	NEW	GENERAL	AFSCME	UNLIM	Computer Information Science	OAS INT		
U	Assistant Professor	AA19023	EXISTING	EXISTING	GENERAL	IFO	PROB	Mechanical & Civil Engineering Sociology &	ASST PROF		
U	Assistant Professor	AA19051	EXISTING	EXISTING	GENERAL	IFO	PROB	Corrections: AOS	ASST PROF		
C	Systems Director	IT18006	EXISTING	EXISTING	GENERAL	MMA	UNLIM	IT Solutions Career Development Center	ACIO INFO OFF 2		
C	Communications and Event Coordinator	SA18037	NEW	EXISTING	GENERAL	MAPE	UNLIM				

Finalists Selected / Offer Approvals

Work Experience Completed / Offer Extended

C/U	POSITION TITLE	PRF	POSITION	FUNDS	SOURCE	BU	TYPE	DEPARTMENT	RANGE	NAME	START DATE
U	Assistant Professor	AA18057	NEW	EXISTING	NON-GEN	IFO	FIXED TERM	Nursing	Asst Prof		
U	Instructor	AA18074	NEW	NEW	NON-GEN	IFO	FIXED TERM	Philosophy	INSTR		

U	Associate / Assistant Professor	AA18116	NEW	EXISTING	GENERAL	IFO	PROB	Automotive & Manufacturing Engineering Technology	ASSOC ASST PROF
U	Director of MN Institute for Natural Resources, Agriculture and Land Stewardship	AA18117	NEW	NEW	GENERAL	ADMIN	AT WILL	MN Institute for Natural Resources, Agriculture and Land Stewardship (MINRALS)	7
C	Library Systems ITS 1	AA18134	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	Library Services	ITS 1
C	Dental Assistant Clinic Manager	AA18135	NEW	EXISTING	NON-GEN	AFSCME	UNLIM	Dental Hygiene	DENTAL ASST
C	Support and Training Specialist	AA18144	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	PALS	LIB DEV
U	Advisor	AA18163	EXISTING	EXISTING	GENERAL	ASF	PROB	Allied Health & Nursing	B
C	Off-Campus Program Assistant	AA18164	EXISTING	EXISTING	NON-GEN	AFSCME	UNLIM	University Extended Education Registrar's Office	OAS INT
C	Administrative Assistant	AA18170	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Registrar's Office	OAS INT
C	Office Manager/Communications Assistant	AA18173	EXISTING	EXISTING	NON-GEN	AFSCME	UNLIM	Educational Talent Search	OAS INT
U	Acting Dean of Institutional Diversity	AA18187	EXISTING	EXISTING	GENERAL	ADMIN	FIXED TERM	Institutional Diversity	9
C	Office & Administrative Specialist Intermediate	AA18195	NEW	EXISTING	GENERAL	AFSCME	TEMP	Accounting and Business Law	OAS INT

C	Internship Assistant	AA18202	NEW	EXISTING	GENERAL	AFSCME	TEMP	COB Partnerships and Internships Management	OAS INT
U	Assistant Professor	AA19006	EXISTING	EXISTING	GENERAL	IFO	PROB	Computer Information Science	ASST PROF ASSOC ASST PROF
U	Associate / Assistant Professor	AA19007	EXISTING	EXISTING	GENERAL	IFO	PROB	Computer Information Science	ASSOC ASST PROF
U	Associate / Assistant Professor	AA19008	EXISTING	EXISTING	GENERAL	IFO	PROB	Computer Information Science	ASSOC ASST PROF
U	Associate/Assistant Professor	AA19009	EXISTING	EXISTING	GENERAL	IFO	PROB	School of Nursing	ASSOC/ASST PROF
U	Assistant Professor	AA19013	EXISTING	EXISTING	GENERAL	IFO	PROB	Physics and Astronomy	ASST PROF
U	Assistant Professor	AA19015	EXISTING	EXISTING	GENERAL	IFO	PROB	Music	ASST PROF
U	Assistant Professor	AA19016	EXISTING	EXISTING	GENERAL	IFO	PROB	WLC/Spanish	ASST PROF
U	Assistant Professor	AA19017	EXISTING	EXISTING	GENERAL	IFO	PROB	Mathematics and Statistics	ASST PROF
U	Assistant Professor	AA19025	EXISTING	EXISTING	GENERAL	IFO	PROB	Physics and Astronomy	ASST PROF
U	Dean, College of Social & Behavioral Sciences	AA19026	EXISTING	EXISTING	GENERAL	ADMIN	AT WILL	College of Social & Behavioral Sciences	10
U	Assistant Professor	AA19027	EXISTING	EXISTING	GENERAL	IFO	PROB	Dean's Office Marketing & International Business Human	ASST PROF
U	Assistant Professor	AA19031	EXISTING	EXISTING	GENERAL	IFO	PROB	Performance - Exercise Science	ASST PROF

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U	Assistant Professor	AA19034	NEW	NEW	GENERAL	IFO	PROB	Mechanical & Civil	ASST PROF
U	Assistant Professor	AA19035	NEW	EXISTING	GENERAL	IFO	PROB	Engineering Mechanical & Civil	ASST PROF
U	Assistant Professor	AA19037	EXISTING	EXISTING	GENERAL	IFO	PROB	Engineering Mathematics & Statistics	ASST PROF
U	Associate or Assistant Professor	AA19039	EXISTING	EXISTING	GENERAL	IFO	PROB	School of Nursing Educational	ASSOC ASST PROF
U	Associate or Assistant Professor	AA19040	EXISTING	EXISTING	GENERAL	IFO	PROB	Studies: K-12 & Secondary Programs	ASSOC ASST PROF
U	Assistant Professor	AA19041	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	URSI/Governm ent: Public Admin.	ASST PROF
U	Assistant Professor	AA19042	EXISTING	EXISTING	GENERAL	IFO	PROB	Sociology & Corrections	ASST PROF
U	Assistant Professor	AA19043	EXISTING	EXISTING	GENERAL	IFO	PROB	Psychology	ASST PROF
U	Assistant Professor	AA19045	EXISTING	EXISTING	GENERAL	IFO	PROB	Political Science	ASST PROF
U	Assistant Professor	AA19046	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Law Enforcement	ASST PROF
U	Assistant Professor	AA19047	EXISTING	EXISTING	GENERAL	IFO	PROB	Law Enforcement	ASST PROF
U	Assistant Professor	AA19049	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Ethnic Studies	ASST PROF
U	Assistant Professor	AA19050	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Economics Accounting	ASST PROF
U	Assistant Professor	AA19056	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	and Business Law	ASST PROF
U	Associate or Assistant Professor or Instructor	AA19058	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	ME & CIVE	ASSOC/ASST /INSTR

U	Assistant Professor	AA19060	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Geography	ASST PROF
U	Assistant Professor	AA19061	EXISTING	EXISTING	GENERAL	IFO	PROB	Geography	ASST PROF
U	Director of OASIS	AA19063	EXISTING	EXISTING	GENERAL	ASF	PROB	OASIS	C
U	Instructor	AA19066	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	ECET	INSTR
U	Assistant Professor	AA19067	EXISTING	EXISTING	GENERAL	IFO	PROB	Library - Technical Services	ASST PROF
U	Assistant Professor	AA19068	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Accounting and Business Law	ASST PROF
U	Assistant Professor	AA19069	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Marketing and International Business	ASST PROF
U	Assistant Professor or Instructor	AA19071	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Computer Information Science	ASST PROF/ INSTR
U	Assistant Professor or Instructor	AA19072	EXISTING	NEW	GENERAL	IFO	FIXED TERM	Computer Information Science	ASST PROF/INSTR
U	Instructor	AA19073	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Math & Statistics	INSTR
U	Athletic Training Assistant	FA18037	EXISTING	EXISTING	GENERAL	ASF	PROB	Intercollegiate Athletics	B
U	Athletic Training Assistant	FA19000	EXISTING	EXISTING	GENERAL	ASF	PROB	Intercollegiate Athletics	B
C	Data Warehouse/Database Developer	IT18002	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	Application Development	ITS 4
C	Instructional Technologist	IT18003	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	Academy Technology	ITS 3
U	Program Advisor	SA18028	EXISTING	EXISTING	NON-GEN	ASF	PROB	Residential Life	B

U Hall Director SA18029 EXISTING EXISTING NON-GEN ASF PROB Residential Life B
 U Acting Associate VP of UA18011 EXISTING NEW GENERAL ADMIN AT WILL University Advancement 8

Hired

C/U	POSITION TITLE	PRF	POSITION	FUNDS	SOURCE	BU	TYPE	DEPARTMENT	RANGE	NAME	START DATE
C	Research Analyst / Intermediate / Research Database Developer	AA17201	NEW	EXISTING	NON-GEN	MAPE	UNLIM	Anthropology	Research Analyst Int.	Andrew Brown	04/02/18
C	Administrative Assistant	AA18156	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Institutional Diversity Honors Program/URC/Office of University Fellowships	OAS INT	Delia Avila	05/02/18
C	Administrative Support Coordinator	AA18166	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Office of University Fellowships	OAS INT	Pamela Guss	04/24/18
C	Administrative Assistant	AA18175	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Math & Statistics	OAS INT	Cynthia Meyer	05/07/18
C	Administrative Assistant	AA18186	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Health Science	OAS INT	Marie Loverink	05/09/18
U	Assistant Professor	AA19005	EXISTING	EXISTING	GENERAL	IFO	PROB	Management	ASST PROF	Kathy Richie; Shane Bowyer	08/20/18
U	Assistant Professor	AA19014	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Mass Media	ASST PROF	Jennifer Tiernan	08/20/18
U	Assistant Professor	AA19021	EXISTING	EXISTING	GENERAL	IFO	PROB	Human Performance Mechanical &	ASST PROF	Emily Houghton	08/20/18
U	Assistant Professor	AA19024	EXISTING	EXISTING	GENERAL	IFO	PROB	Civil Engineering	ASST PROF	Min Li	08/20/18

U	Assistant Professor	AA19028	EXISTING	EXISTING	GENERAL	IFO	PROB	English	ASST PROF	Matt Connolly	08/20/18
U	Associate / Assistant Professor	AA19029	EXISTING	EXISTING	GENERAL	IFO	PROB	Biological Sciences Human	ASSOC ASST PROF	Ryan Wersal	08/20/18
U	Assistant Professor	AA19032	EXISTING	EXISTING	GENERAL	IFO	PROB	Performance - Exercise Science	ASST PROF	Jeremy Frost	08/20/18
U	Assistant Professor	AA19059	NEW	EXISTING	GENERAL	IFO	FIXED TERM	Elementary & Early Childhood	ASST PROF	Kristi Bergeson	08/20/18
U	Assistant Professor	AA19065	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Chemistry and Geology	ASST PROF	Majja Sipola	08/20/18
U	Assistant Professor	AA19070	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	School of Nursing	ASST PROF	Julie Frederick	08/20/18
U	Instructor	AA19074	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Math & Statistics	INSTR	Matthew Priem	08/20/18
U	Instructor	AA19076	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Math & Statistics	INSTR	Weidong Chen	08/20/18
U	Instructor	AA19077	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Math & Statistics	INSTR	Kyung Il Lee	08/20/18
C	General Maintenance Worker	FA18020	EXISTING	EXISTING	GENERAL	AFSCME	TEMP	Building Services	GMW	Andrew Sherwood	04/15/18
C	General Maintenance Worker	FA18021	EXISTING	EXISTING	GENERAL	AFSCME	TEMP	Building Services	GMW	Rae Barbknecht	04/12/18
C	General Maintenance Worker	FA18036	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Building Services	GMW	Carlotte Bauer	04/12/18
C	Temp Groundskeeper Intermediate	FA18038	EXISTING	EXISTING	NON-GEN	AFSCME	TEMP	Physical Plant - Grounds	GRDS INT	Mitchell Gartzke	04/23/18
C	Temp Groundskeeper Intermediate	FA18039	EXISTING	EXISTING	NON-GEN	AFSCME	TEMP	Physical Plant - Grounds	GRDS INT	Jacob Sukalski	05/01/18
C	General Maintenance Worker	FA18041	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Building Services	GMW	Valorie Fleming	04/12/18

C	General Maintenance Worker	FA18043	EXISTING	EXISTING	GENERAL	AFSCME	UNLJM	Building Services	GMW	Vaughn Engelby	05/08/18
C	Customer Service Specialist, Sr. / Financial Services Specialist	FA18045	NEW	EXISTING	NON-GEN	AFSCME	TEMP	Campus Hub	CSS SR	Mikayla Paulson	04/23/18
U	Hall Director	SA18027	EXISTING	EXISTING	NON-GEN	ASF	PROB	Residential Life	B	Daniel Vorwerk	07/02/18
U	Physician	SA18035	EXISTING	EXISTING	NON-GEN	ASF	FIXED TERM	Student Health Services	E	Daniel Dockham	04/10/18
C	Solutions Center Consultant	IT18005	NEW	EXISTING	GENERAL	MAPE	TEMP	IT Solutions	ITS1	Samanatha Swanson	04/26/18

On Hold / No Longer Being Filled / Failed Search

C/U	POSITION TITLE	PRF	POSITION	FUNDS	SOURCE	BU	TYPE	DEPARTMENT	RANGE	NAME	START DATE
C	Dental Hygienist	AA17206	NEW	EXISTING	NON-GEN	COMMS	INTMT	Dental Hygiene	Hygienist		
C	Dental Hygienist	AA17207	NEW	EXISTING	NON-GEN	COMMS	INTMT	Dental Hygiene	Hygienist		
C	Dental Hygienist	AA17208	NEW	EXISTING	NON-GEN	COMMS	INTMT	Dental Hygiene	Hygienist		
C	Dental Hygienist	AA17209	NEW	EXISTING	NON-GEN	COMMS	INTMT	Dental Hygiene	Hygienist		
C	Director of College Operations Trainer	AA18180	NEW	EXISTING	GENERAL	MANGRL	TEMP	CSET Dean's Office	ADMIN OFFICER		
U	Customized English Language Trainer	AA18188	NEW	EXISTING	NON-GEN	ASF	INTMT	Center for English Language Programs	B		
U	Associate / Assistant Professor	AA19022	EXISTING	EXISTING	GENERAL	IFO	PROB	Aviation	ASSOC ASST PROF		

U	Assistant Professor	AA19030	EXISTING	EXISTING	GENERAL	IFO	PROB	Human Performance - Exercise Science	ASST PROF
U	Instructor	AA19055	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Management	INSTR
C	Computer Store Technical Specialist	IT17001	EXISTING	EXISTING	NON-GEN	MAPE	UNLIM	Campus Computer Store	ITS 1
C	Systems Supervisor/ACIO	IT17007	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	IT Solutions	Systems Supervisor

TOTAL POSITIONS:	103	115	169	139	156	164	171
	10/5/17	11/2/17	1/4/18	2/1/18	3/1/18	4/5/18	5/2/18
TOTAL NOT STARTED	27	40	54	47	59	34	54
TOTAL OPEN	21	10	13	21	21	16	13
TOTAL REVIEWING APPLICANTS	8	14	6	23	24	20	6
TOTAL FINALISTS SELECTED	17	8	56	28	31	53	58
TOTAL HIRED	13	25	29	15	17	31	29
TOTAL ON HOLD/NOT BEING FILLED	17	6	11	5	4	10	11

Estimated Vacancy Rate:	3.16%
State Avg. Vacancy Rate:	2.40%
(Education and Library Occupations)	
MIN Avg. Vacancy Rate:	4.20%
(All occupations)	

Position Vacancies by Status
 Meet-and Confer, Thursday, May 3, 2018

Search Not Started

C/U	POSITION TITLE	PRF	POSITION	FUNDS	SOURCE	BU	TYPE	DEPT	RANGE	NAME	START DATE
C	Administrative Assistant	AA18150	EXISTING	EXISTING	GENERAL	AFSCME	TEMP	K-12 & Secondary Programs	OAS INT		
U	Access Specialist	AA18161	NEW	NEW	GENERAL	ASF	PROB	Accessibility Resources University	B		
U	Industry Relations Director	AA18165	EXISTING	EXISTING	GENERAL	ASF	PROB	Extended Education - TCE	C		
U	Acting Educational Advisor	AA18185	EXISTING	EXISTING	NON-GEN	ASF	EXT FUNDED	Educational Talent Search	B		
U	Customized English Language Trainer	AA18189	NEW	EXISTING	NON-GEN	ASF	INTMT	Center for English Language Programs	B		
U	Customized English Language Trainer	AA18190	NEW	EXISTING	NON-GEN	ASF	INTMT	Center for English Language Programs	B		
C	Dental Hygienist	AA18191	NEW	EXISTING	NON-GEN	COMMS	INTMT	Dental Hygiene	DENTAL HYGIENIST		
C	Dental Hygienist	AA18192	NEW	EXISTING	NON-GEN	COMMS	INTMT	Dental Hygiene	DENTAL HYGIENIST		
C	Dental Hygienist	AA18193	NEW	EXISTING	NON-GEN	COMMS	INTMT	Dental Hygiene	DENTAL HYGIENIST		

U	Interim Recruitment & Retention Advisor	AA18196	EXISTING	EXISTING	GENERAL	ASF	FIXED TERM	OASIS	B
U	Interim Recruitment & Retention Advisor	AA18197	EXISTING	EXISTING	GENERAL	ASF	FIXED TERM	OASIS	B
C	Kearney Center Coordinator	AA18200	NEW	EXISTING	NON-GEN	AFSCME	UNLIM	Kearney Center for International Student Services	OAS INT
C	Administrative Assistant	AA18201	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Anthropology	OAS INT
U	Assistant Professor or Instructor	AA19053	NEW	EXISTING	GENERAL	IFO	FIXED TERM	English	ASST PROF INSTR
U	Assistant Professor	AA19078	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Social Work	ASST PROF
U	Instructor (Assistant Director of Forensics)	AA19080	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Communication Studies	INSTR
U	Instructor (Assistant Director of Forensics)	AA19081	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Communication Studies	INSTR
U	Acting Director of Recruitment and Retention	AA19082	EXISTING	EXISTING	GENERAL	ASF	FIXED TERM	Center for Educator Partnerships	C
U	Laboratory Coordinator	AA19083	NEW	EXISTING	GENERAL	ASF	PROB	Biological Sciences	LAB COORD
U	Assistant Professor or Instructor	AA19085	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Biological Sciences	ASST PROF INSTR
U	Interim Dean of Library Services	AA19086	EXISTING	EXISTING	GENERAL	ADMIN	AT WILL	Library Dean's Office	8
U	Assistant Professor	AA19087	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Mechanical and Civil Engineering K-12 &	ASST PROF
U	Assistant Professor	AA19088	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Secondary Programs	ASST PROF

U	AA19089	EXISTING	EXISTING	GENERAL	ASF	FIXED TERM	OASIS	C
Interim Director of Student Achievement							English / Technical Communication	ASST PROF
U	AA19090	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM		
Assistant Professor								
C	FA18044	NEW	EXISTING	GENERAL	AFSCME	UNLIM	Environmental Health and Safety & Risk Management	CLA1
College Lab Assistant 1 / Chemical Hygiene Officer								
C	FA18046	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Building Services	GMW
General Maintenance Worker								
U	FA19002	EXISTING	EXISTING	GENERAL	ASF	PROB	Intercollegiate Athletics	B
Coordinator of Hockey and Video Operations								
U	FA19003	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
Men's Baseball Assistant Coach								
U	FA19004	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
Women's Basketball Assistant Coach								
U	FA19005	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
Women's Basketball Associate Head Coach								
U	FA19006	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
Men's Football Assistant Coach								
U	FA19007	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
Men's Football Assistant Coach								
U	FA19008	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
Men's Football Assistant Coach								
U	FA19009	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
Men's Football Assistant Coach								
U	FA19010	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
Women's Hockey Assistant Coach								
U	FA19011	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
Men's Cross Country Head Coach								

U	Men's and Women's Track & Field Assistant Coach	FA19012	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
U	Men's Wrestling Head Coach	FA19013	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	ASST PROF
U	Men's Wrestling Assistant Coach	FA19014	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
C	Technology Buyer	IT18004	EXISTING	EXISTING	NON-GEN	MAPE	UNLIM	Campus Computer Store	BUYER 1
C	Solutions Architect	IT18007	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	Strategic Operations	ITS 3
C	Solutions Architect	IT18008	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	Strategic Operations	ITS 3
C	Solutions Architect	IT18009	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	Strategic Operations	ITS 3
C	General Maintenance Worker	SA18015	NEW	NEW	NON-GEN	AFSCME	TEMP	Residential Life	GMW
C	Temporary GMW	SA18018	EXISTING	EXISTING	NON-GEN	AFSCME	TEMP	Residential Life	GMW
C	Temporary GMW	SA18019	EXISTING	EXISTING	NON-GEN	AFSCME	TEMP	Residential Life	GMW
C	General Maintenance Worker	SA18034	EXISTING	EXISTING	NON-GEN	AFSCME	TEMP	Residential Life	GMW
U	Counselor	SA18040	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Counseling Center	INSTR
U	Counselor	SA18041	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Counseling Center	INSTR
U	Military & Veteran Student Success Coordinator	SA18042	EXISTING	EXISTING	GENERAL	ASF	FIXED TERM	Student Affairs B	
U	Interim Director of Annual Giving Program	UA18012	EXISTING	EXISTING	GENERAL	ASF	FIXED TERM	Development - Annual Giving	D

U Interim Director of Development for Allied Health & Nursing
 UA18013 EXISTING GENERAL ASF EXISTING GENERAL ASF FIXED TERM
 University Development D

U Interim Director of Development for Science, Engineering & Technology
 UA18014 EXISTING GENERAL ASF EXISTING GENERAL ASF FIXED TERM
 University Development D

Open / Bidding

C/U	POSITION TITLE	PRF	POSITION	FUNDS	SOURCE	BU	TYPE	DEPARTMENT	RANGE	NAME	START DATE	
	College of											
U	Director of Communication and Events	AA18184	EXISTING	EXISTING	GENERAL	ASF	PROB	Business	C			
C	Education Abroad and Away Coordinator	AA18194	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Dean's Office Center for Education Abroad and Away	OAS INT			
U	Director of Communication and Endowed Programs	AA19033	EXISTING	EXISTING	NON-GEN	ASF	PROB	College of Arts & Humanities Dean's Office	A			
U	Associate Professor	AA19038	EXISTING	EXISTING	GENERAL	IFO	PROB	Accounting/Business Law	ASSOC PROF			
U	Assistant Professor	AA19044	EXISTING	EXISTING	GENERAL	IFO	PROB	Sociology & Corrections: NPL	ASST PROF			
U	Assistant Professor	AA19054	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	English	ASST PROF			
U	Associate or Assistant Professor	AA19062	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	ECET	ASSOC ASST PROF			
U	Associate or Assistant Professor	AA19064	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	ECET	ASSOC ASST PROF			
U	Associate or Assistant Professor	AA19084	EXISTING	EXISTING	GENERAL	IFO	PROB	Aviation	ASSOC ASST PROF			

C	Loan Coordinator (formerly Financial Aid Program Support)	FA18039	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Student Financial Services	OAS INT
U	Asst. Men's Basketball Coach	FA19001	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Intercollegiate Athletics	INSTR
U	Admissions Officer	SA18039	EXISTING	EXISTING	GENERAL	ASF	PROB	Admissions	B
C	Senior Director of Advancement Services	UA18006	NEW	EXISTING	GENERAL	MMA	UNLIM	Advancement Services	SR DIR

Reviewing Applications

C/U	POSITION TITLE	PRF	POSITION	FUNDS	SOURCE	BU	TYPE	DEPARTMENT	RANGE	NAME	START DATE
C	Library Technician/Late Night Tech	AA18151	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Library Services	LIB TECH		
C	Administrative Assistant	AA18174	EXISTING	NEW	GENERAL	AFSCME	UNLIM	Computer Information Science	OAS INT		
U	Assistant Professor	AA19023	EXISTING	EXISTING	GENERAL	IFO	PROB	Mechanical & Civil Engineering Sociology & Corrections: AOS	ASST PROF		
C	Systems Director	IT18006	EXISTING	EXISTING	GENERAL	MMA	UNLIM	IT Solutions Career Development Center	ACIO INFO OFF 2		
C	Communications and Event Coordinator	SA18037	NEW	EXISTING	GENERAL	MAPE	UNLIM				

Finalists Selected / Offer Approvals

Work Experience Completed / Offer Extended

C/U	POSITION TITLE	PRF	POSITION	FUNDS	SOURCE	BU	TYPE	DEPARTMENT	RANGE	NAME	START DATE
U	Assistant Professor	AA18057	NEW	EXISTING	NON-GEN	IFO	FIXED TERM	Nursing	Asst Prof		
U	Instructor	AA18074	NEW	NEW	NON-GEN	IFO	FIXED TERM	Philosophy	INSTR		

U	Associate / Assistant Professor	AA18116	NEW	EXISTING	GENERAL	IFO	PROB	Automotive & Manufacturing Engineering Technology	ASSOC ASST PROF
U	Director of MN Institute for Natural Resources, Agriculture and Land Stewardship	AA18117	NEW	NEW	GENERAL	ADMIN	AT WILL	MN Institute for Natural Resources, Agriculture and Land Stewardship (MINRALS)	7
C	Library Systems ITS 1	AA18134	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	Library Services	ITS 1
C	Dental Assistant Clinic Manager	AA18135	NEW	EXISTING	NON-GEN	AFSCME	UNLIM	Dental Hygiene	DENTAL ASST
C	Support and Training Specialist	AA18144	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	PALS	LIB DEV
U	Advisor	AA18163	EXISTING	EXISTING	GENERAL	ASF	PROB	Allied Health & Nursing University	B
C	Off-Campus Program Assistant	AA18164	EXISTING	EXISTING	NON-GEN	AFSCME	UNLIM	Extended Education	OAS INT
C	Administrative Assistant	AA18170	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Registrar's Office	OAS INT
C	Office Manager/Communications Assistant	AA18173	EXISTING	EXISTING	NON-GEN	AFSCME	UNLIM	Educational Talent Search	OAS INT
U	Acting Dean of Institutional Diversity	AA18187	EXISTING	EXISTING	GENERAL	ADMIN	FIXED TERM	Institutional Diversity	9
C	Office & Administrative Specialist Intermediate	AA18195	NEW	EXISTING	GENERAL	AFSCME	TEMP	Accounting and Business Law	OAS INT

C	AA18202	NEW	EXISTING	GENERAL	AFSCME	TEMP	COB
U	AA18202	NEW	EXISTING	GENERAL	AFSCME	TEMP	Partnerships and Internships
U	AA19006	EXISTING	EXISTING	GENERAL	IFO	PROB	Management
U	AA19007	EXISTING	EXISTING	GENERAL	IFO	PROB	Computer Information Science
U	AA19008	EXISTING	EXISTING	GENERAL	IFO	PROB	Computer Information Science
U	AA19009	EXISTING	EXISTING	GENERAL	IFO	PROB	School of Nursing
U	AA19013	EXISTING	EXISTING	GENERAL	IFO	PROB	Physics and Astronomy
U	AA19015	EXISTING	EXISTING	GENERAL	IFO	PROB	Music
U	AA19016	EXISTING	EXISTING	GENERAL	IFO	PROB	WLC/Spanish
U	AA19017	EXISTING	EXISTING	GENERAL	IFO	PROB	Mathematics and Statistics
U	AA19025	EXISTING	EXISTING	GENERAL	IFO	PROB	Physics and Astronomy
U	AA19026	EXISTING	EXISTING	GENERAL	ADMIN	AT WILL	College of Social & Behavioral Sciences
U	AA19027	EXISTING	EXISTING	GENERAL	IFO	PROB	Dean's Office Marketing & International Business
U	AA19031	EXISTING	EXISTING	GENERAL	IFO	PROB	Human Performance - Exercise Science

7/1/18

U	Assistant Professor	AA19034	NEW	NEW	GENERAL	IFO	PROB	Mechanical & Civil Engineering	ASST PROF
U	Assistant Professor	AA19035	NEW	EXISTING	GENERAL	IFO	PROB	Mechanical & Civil Engineering	ASST PROF
U	Assistant Professor	AA19037	EXISTING	EXISTING	GENERAL	IFO	PROB	Mathematics & Statistics	ASST PROF
U	Associate or Assistant Professor	AA19039	EXISTING	EXISTING	GENERAL	IFO	PROB	School of Nursing Educational	ASSOC ASST PROF
U	Associate or Assistant Professor	AA19040	EXISTING	EXISTING	GENERAL	IFO	PROB	Studies: K-12 & Secondary Programs	ASSOC ASST PROF
U	Assistant Professor	AA19041	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	URSI/Governm ent: Public Admin.	ASST PROF
U	Assistant Professor	AA19042	EXISTING	EXISTING	GENERAL	IFO	PROB	Sociology & Corrections	ASST PROF
U	Assistant Professor	AA19043	EXISTING	EXISTING	GENERAL	IFO	PROB	Psychology	ASST PROF
U	Assistant Professor	AA19045	EXISTING	EXISTING	GENERAL	IFO	PROB	Political Science	ASST PROF
U	Assistant Professor	AA19046	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Law Enforcement	ASST PROF
U	Assistant Professor	AA19047	EXISTING	EXISTING	GENERAL	IFO	PROB	Law Enforcement	ASST PROF
U	Assistant Professor	AA19049	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Ethnic Studies	ASST PROF
U	Assistant Professor	AA19050	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Economics Accounting	ASST PROF
U	Assistant Professor	AA19056	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	and Business Law	ASST PROF
U	Associate or Assistant Professor or Instructor	AA19058	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	ME & CIVE	ASSOC/ASST /INSTR

U	Assistant Professor	AA19060	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Geography	ASST PROF
U	Assistant Professor	AA19061	EXISTING	EXISTING	GENERAL	IFO	PROB	Geography	ASST PROF
U	Director of OASIS	AA19063	EXISTING	EXISTING	GENERAL	ASF	PROB	OASIS	C
U	Instructor	AA19066	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	ECET	INSTR
U	Assistant Professor	AA19067	EXISTING	EXISTING	GENERAL	IFO	PROB	Library - Technical Services	ASST PROF
U	Assistant Professor	AA19068	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Accounting and Business Law	ASST PROF
U	Assistant Professor	AA19069	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Marketing and International Business	ASST PROF
U	Assistant Professor or Instructor	AA19071	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Computer Information Science	ASST PROF/ INSTR
U	Assistant Professor or Instructor	AA19072	EXISTING	NEW	GENERAL	IFO	FIXED TERM	Computer Information Science	ASST PROF/INSTR
U	Instructor	AA19073	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Math & Statistics	INSTR
U	Athletic Training Assistant	FA18037	EXISTING	EXISTING	GENERAL	ASF	PROB	Intercollegiate Athletics	B
U	Athletic Training Assistant	FA19000	EXISTING	EXISTING	GENERAL	ASF	PROB	Intercollegiate Athletics	B
C	Data Warehouse/Database Developer	IT18002	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	Application Development	ITS 4
C	Instructional Technologist	IT18003	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	Academy Technology	ITS 3
U	Program Advisor	SA18028	EXISTING	EXISTING	NON-GEN	ASF	PROB	Residential Life	B

U Hall Director SA18029 EXISTING EXISTING NON-GEN ASF PROB Residential B
 Life
 U Acting Associate VP of UA18011 EXISTING NEW GENERAL ADMIN AT WILL University 8
 Advancement

Hired

C/U	POSITION TITLE	PRF	POSITION	FUNDS	SOURCE	BU	TYPE	DEPARTMENT	RANGE	NAME	START DATE
	Research Analyst										
C	Intermediate / Research Database Developer	AA17201	NEW	EXISTING	NON-GEN	MAPE	UNLIM	Anthropology	Research Analyst Int.	Andrew Brown	04/02/18
C	Administrative Assistant	AA18156	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Institutional Diversity Honors Program/URC/ Office of University Fellowships	OAS INT	Delia Avila	05/02/18
C	Administrative Support Coordinator	AA18166	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Math & Statistics	OAS INT	Pamela Guss	04/24/18
C	Administrative Assistant	AA18175	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Health Science	OAS INT	Cynthia Meyer	05/07/18
C	Administrative Assistant	AA18186	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Management	OAS INT	Marie Loverink	05/09/18
U	Assistant Professor	AA19005	EXISTING	EXISTING	GENERAL	IFO	PROB	Mass Media	ASST PROF	Kathy Richie; Shane Bowyer	08/20/18
U	Assistant Professor	AA19014	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Human Performance Mechanical & Civil Engineering	ASST PROF	Jennifer Tiernan	08/20/18
U	Assistant Professor	AA19021	EXISTING	EXISTING	GENERAL	IFO	PROB		ASST PROF	Emily Houghton	08/20/18
U	Assistant Professor	AA19024	EXISTING	EXISTING	GENERAL	IFO	PROB		ASST PROF	Min Li	08/20/18

U	Assistant Professor	AA19028	EXISTING	EXISTING	GENERAL	IFO	PROB	English	ASST PROF	Matt Connolly	08/20/18
U	Associate / Assistant Professor	AA19029	EXISTING	EXISTING	GENERAL	IFO	PROB	Biological Sciences Human	ASSOC ASST PROF	Ryan Wersal	08/20/18
U	Assistant Professor	AA19032	EXISTING	EXISTING	GENERAL	IFO	PROB	Performance - Exercise Science	ASST PROF	Jeremy Frost	08/20/18
U	Assistant Professor	AA19059	NEW	EXISTING	GENERAL	IFO	FIXED TERM	Elementary & Early Childhood	ASST PROF	Kristi Bergeson	08/20/18
U	Assistant Professor	AA19065	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Chemistry and Geology	ASST PROF	Maija Sipola	08/20/18
U	Assistant Professor	AA19070	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	School of Nursing	ASST PROF	Julie Frederick	08/20/18
U	Instructor	AA19074	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Math & Statistics	INSTR	Matthew Priem	08/20/18
U	Instructor	AA19076	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Math & Statistics	INSTR	Weidong Chen	08/20/18
U	Instructor	AA19077	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Math & Statistics	INSTR	Kyung Il Lee	08/20/18
C	General Maintenance Worker	FA18020	EXISTING	EXISTING	GENERAL	AFSCME	TEMP	Building Services	GMW	Andrew Sherwood	04/15/18
C	General Maintenance Worker	FA18021	EXISTING	EXISTING	GENERAL	AFSCME	TEMP	Building Services	GMW	Rae Barbknecht	04/12/18
C	General Maintenance Worker	FA18036	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Building Services	GMW	Carlotte Bauer	04/12/18
C	Temp Groundskeeper Intermediate	FA18038	EXISTING	EXISTING	NON-GEN	AFSCME	TEMP	Physical Plant - Grounds	GRDS INT	Mitchell Gartzke	04/23/18
C	Temp Groundskeeper Intermediate	FA18039	EXISTING	EXISTING	NON-GEN	AFSCME	TEMP	Physical Plant - Grounds	GRDS INT	Jacob Sukalski	05/01/18
C	General Maintenance Worker	FA18041	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Building Services	GMW	Valorie Fleming	04/12/18

C	General Maintenance Worker	FA18043	EXISTING	EXISTING	GENERAL	AFSCME	UNLIM	Building Services	GMW	Vaughn Engelby	05/08/18
C	Customer Service Specialist, Sr. / Financial Services Specialist	FA18045	NEW	EXISTING	NON-GEN	AFSCME	TEMP	Campus Hub	CSS SR	Mikayla Paulson	04/23/18
U	Hall Director	SA18027	EXISTING	EXISTING	NON-GEN	ASF	PROB	Residential Life	B	Daniel Vorwerk	07/02/18
U	Physician	SA18035	EXISTING	EXISTING	NON-GEN	ASF	FIXED TERM	Student Health Services	E	Daniel Dockham	04/10/18
C	Solutions Center Consultant	IT18005	NEW	EXISTING	GENERAL	MAPE	TEMP	IT Solutions	ITS1	Samanatha Swanson	04/26/18

On Hold / No Longer Being Filled / Failed Search

C/U	POSITION TITLE	PRF	POSITION	FUNDS	SOURCE	BU	TYPE	DEPARTMENT	RANGE	NAME	START DATE
C	Dental Hygienist	AA17206	NEW	EXISTING	NON-GEN	COMMS	INTMT	Dental Hygiene	Hygienist		
C	Dental Hygienist	AA17207	NEW	EXISTING	NON-GEN	COMMS	INTMT	Dental Hygiene	Hygienist		
C	Dental Hygienist	AA17208	NEW	EXISTING	NON-GEN	COMMS	INTMT	Dental Hygiene	Hygienist		
C	Dental Hygienist	AA17209	NEW	EXISTING	NON-GEN	COMMS	INTMT	Dental Hygiene	Hygienist		
C	Director of College Operations Trainer	AA18180	NEW	EXISTING	GENERAL	MANGRL	TEMP	CSET Dean's Office	ADMIN OFFICER		
U	Customized English Language Trainer	AA18188	NEW	EXISTING	NON-GEN	ASF	INTMT	Center for English Language Programs	B		
U	Associate / Assistant Professor	AA19022	EXISTING	EXISTING	GENERAL	IFO	PROB	Aviation	ASSOC ASST PROF		

U	Assistant Professor	AA19030	EXISTING	EXISTING	GENERAL	IFO	PROB	Human Performance - Exercise Science Management Campus Computer Store	ASST PROF
U	Instructor	AA19055	EXISTING	EXISTING	GENERAL	IFO	FIXED TERM	Management	INSTR
C	Computer Store Technical Specialist	IT17001	EXISTING	EXISTING	NON-GEN	MAPE	UNLIM	Computer Store	ITS 1
C	Systems Supervisor/ACIO	IT17007	EXISTING	EXISTING	GENERAL	MAPE	UNLIM	IT Solutions	Systems Supervisor

TOTAL POSITIONS:	103	103	115	169	139	156	164	171
	10/5/17	11/2/17	12/7/17	1/4/18	2/1/18	3/1/18	4/5/18	5/2/18
TOTAL NOT STARTED	27	40	39	54	47	59	34	54
TOTAL OPEN	21	10	18	13	21	21	16	13
TOTAL REVIEWING APPLICANTS	8	14	20	6	23	24	20	6
TOTAL FINALISTS SELECTED	17	8	21	56	28	31	53	58
TOTAL HIRED	13	25	13	29	15	17	31	29
TOTAL ON HOLD/NOT BEING FILLED	17	6	4	11	5	4	10	11

Estimated Vacancy Rate:	3.16%
State Avg. Vacancy Rate:	2.40%
(Education and Library Occupations)	
MN Avg. Vacancy Rate:	4.20%
(All occupations)	

MSUAASF (211) Fixed Term

NAME	TITLE	DEPARTMENT	JOB ENTRY DATE	ASSIGNMENT BEGIN DATE	ASSIGNMENT END DATE
Adams, Timothy W	Military & Veteran Success Coordinator	Student Affairs & Enrollment Manage	06/05/2017	07/01/2017	06/30/2018
Aguilar Javier, Sergio Yosim	Interim Director of OASIS	Multicultural Center	10/01/2017	10/01/2017	06/30/2018
Allen, Kelly R	Hall Director	Residential Life	07/17/2017	07/17/2017	06/30/2018
Campa, Logan T	Interim Admissions Officer	Undergraduate Admissions	08/21/2017	08/21/2017	06/30/2018
Carlson, Matthew D	Acting Director	Career Development Center	02/01/2018	02/01/2018	05/31/2018
Dockham, Daniel	Physician	Student Health Services	04/10/2018	04/10/2018	06/21/2018
Eimer, Ashley Ann	Director of Development-SET	University Development	12/04/2017	12/04/2017	06/30/2018
Gruenzner, Beverly Jean	Interim Athletic Training Assistant	Intercollegiate Athletics	08/25/2015	12/15/2017	05/04/2018
Hansen, Jared W	Industry Relations Director	University Extended Education	06/22/2017	07/01/2017	06/21/2018
Hunt, Stephen T	Customized Language Trainer	Center for English Language Programs	01/08/2018	03/12/2018	06/30/2018
Hvinden, Christopher Allen	Director of Development, CAHN	University Development	11/13/2017	11/13/2017	06/30/2018
Linde, Kasey Richelle	Director of Annual Giving Programs	University Advancement	06/01/2017	07/01/2017	05/31/2018
Linde, Nicholas M	Interim Senior Dir of Administration	University Advancement	10/17/2013	07/01/2017	06/30/2018
Morson, Alissa Marie	Programming & Retention Advisor	Center for Education Abroad and Aw	06/12/2017	03/12/2018	06/30/2018
Nelson, Olga	Customized English Language Trainer	Center for English Language Programs	03/01/2018	03/01/2018	06/30/2018
Olsen, Morgan Laux	Intermittent Athletic Training Asst	Intercollegiate Athletics	11/09/2017	11/09/2017	06/30/2018
Power, Amber Joy	Director of Communication & Endowed Progra	Arts and Humanities, College of	09/12/2017	09/12/2017	06/30/2018
Priem, Cailey Marie	Intermittent Athletic Training Asst	Intercollegiate Athletics	10/17/2017	12/15/2017	05/04/2018
Swartz-Beckius, Ann Marie	Interim Dir of Student Achievement	Institutional Diversity	02/26/2018	02/26/2018	06/30/2018
Valencia, Xochitl R	Interim Regional Admissions Officer	Undergraduate Admissions	10/19/2015	08/21/2017	06/30/2018
Vorwerk, Daniel A	Hall Director	Residential Life	08/03/2017	08/03/2017	06/30/2018



Vacancy Data

Meet and Confer, Thursday, May 3, 2018

Position Vacancies by Search Status

	10/05/17	11/02/17	12/07/17	01/04/18	02/01/18	03/01/18	04/05/18	05/03/18
Total Positions	103	103	115	157	139	156	164	171
Not started	27	40	39	35	47	59	34	54
Open	21	10	18	16	21	21	16	13
Reviewing Applicants	8	14	20	12	23	24	20	6
Finalists Selected	17	8	21	53	28	31	53	58
Hired	13	25	13	31	15	17	31	29
Not being filled	17	6	4	10	5	4	10	11

Position Vacancies by Bargaining Unit

	10/05/17	11/02/17	12/07/17	01/04/18	02/01/18	03/01/18	04/05/18	05/03/18
Administrators	2	2	2	3	4	6	4	5
AFSCME	28	34	34	42	36	40	34	31
ASF	17	15	19	17	20	20	30	27
Commissioners	15	5	5	4	4	5	5	7
IFO	26	31	42	40	60	70	74	85
Managerial	1	1	1	1	1	1	1	1
MAPE	13	13	10	11	11	12	14	13
MGEC	1	1	0	0	0	0	0	0
MMA	0	0	2	3	3	2	2	2

Estimated Vacancy Rate:	3.16%	3.06%
Avg. Vacancy Rate: (MN Education and Library Occupations)	2.40%	2.40%
Statewide Avg. Vacancy Rate: (All occupations)	4.20%	4.20%

HR Investigation Timeline

May 2018

18 Complaints

Starting the Investigation

Previous Average: 14 days
Goal: 5 days



Completing the Investigation

Previous Average: 66 days
Goal: 20 days



Decision-Maker Makes a Decision

Previous Average: 28 days
Goal: 5 days



Total Investigation Timeline

Previous Average: 108 days
Goal: 30 days





HUMAN RESOURCES
336 WIGLEY ADMINISTRATION CENTER

Staffing Timelines

Average Staffing Timeline: January 2016 – present Classified Positions	
Cabinet approval to posting	21 days
Posting to releasing applications	12 days
Released applications to finalist approval	15 days
Finalist to offeree approval	17 days
Offeree approval to verbal offer	9 days
Verbal offer to mailed offer	3 days
Mailed offer to signed offer	6 days
TOTAL:	83 days

On average, a classified position approved by Cabinet yesterday will have a signed offer in late July.

Average Staffing Timeline: January 2016 – present ASF Positions	
Cabinet approval to posting	46 days
Posting to releasing applications	26 days
Released applications to finalist approval	33 days
Finalist to offeree approval	28 days
Offeree approval to verbal offer	5 days
Verbal offer to mailed offer	10 days
Mailed offer to signed offer	9 days
TOTAL:	157 days

On average, an ASF position approved by Cabinet yesterday will have a signed offer in mid-October.