

# What's in your contract?

## Language specific to TPTs

In addition to being protected by many of the provisions listed for unlimited faculty, there are also several provisions specific to temporary faculty.

- Pro-rata duty days (10.1.4)
- Placement for re-employed TPT (13.1.2)
- Summer pay (13.13)
- Temporary part-time and adjunct wages (13.14)
- Pro-rata leave (14.6)
- Conversion of temporary status (20.5)

If you have questions about these or other provisions, or a situation that is beyond the scope of the provisions listed here, please contact your local grievance rep. They are your representatives on the campus and are there to ensure we all have the working conditions we need to provide the highest quality education for all Minnesotans.

Visit [www.mscfmn.org](http://www.mscfmn.org) to find contact information for your local grievance representative.

## Contract history

MSCF was created in 2001 through the merger of the Minnesota Community College Faculty Association (MCCFA) and the United Technical College Educators (UTCE). Some contract language remains specific to the former units with former MCCFA language often referred to as "green" and former UTCE language referred to as "blue."

Find out more about the history of MSCF, as well as current information at: [www.mscfmn.org](http://www.mscfmn.org).

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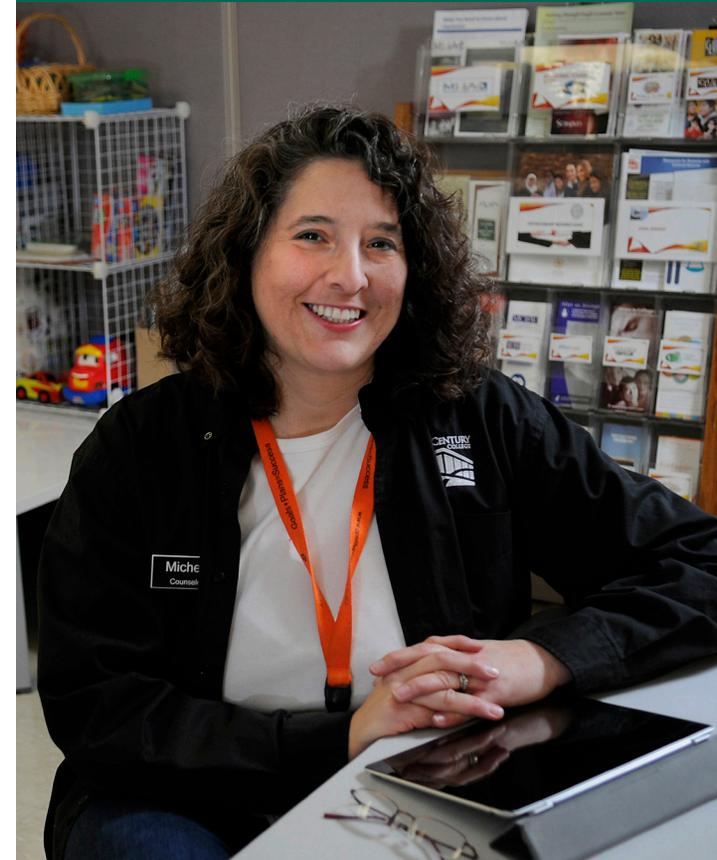
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Education Minnesota/NEA/AFT Affiliate

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# What's in your contract?

## Coverage

The MSCF contract, also known as the Master Agreement, stipulates the benefits and protections for all faculty teaching at a two-year Minnesota State college including temporary part time and adjunct faculty. The contract covers wages and benefits, as well as working conditions including academic control and freedom issues. It is negotiated by the MSCF negotiations committee, which consists of officers and rank and file members, and is ratified by the entire membership. All faculty, including probationary and temporary faculty, are entitled to the rights and benefits defined in the Master Agreement.

## Contract enforcement

While all MSCF members have a vested interest in ensuring the terms of our contract are followed, the local grievance representatives are primarily responsible for ensuring contract compliance. In addition to advocating for members, grievance reps also conduct regular compliance checks, participate in local shared governance structures and work with MSCF field staff on filing grievances should the need arise. Grievance reps are your local contract experts. If you have any questions regarding wages, benefits or working conditions, your grievance rep is your first point of contact. Contact information for all grievance reps can be found on the website at [www.msconfmn.org](http://www.msconfmn.org) under Governance.

## Your contract 101

The following is a list of some of the most important provisions of your contract, including the article and section where they are defined and described. A PDF copy of the entire contract can be found at [www.msconfmn.org/mscf-contracts](http://www.msconfmn.org/mscf-contracts). If you have any questions about these provisions, or anything else, contact your local chapter president or grievance rep. Their contact info can be found at [www.msconfmn.org](http://www.msconfmn.org) under Governance.

### Academic and professional rights and freedoms

The provisions below highlight some of the most important academic and professional rights and freedoms you receive as an MSCF faculty.

- Faculty shared governance (8.1)
- Faculty ownership and direction of curriculum (8.2)
- Team teaching assignments (11.1.4)
- Independent study courses (11.1.5)
- Combined courses (11.1.10)
- Class size (11.1.11)
- Professional development funds (17.1)
- Sabbaticals (17.4)
- Professional internships (17.5)
- Teaching materials (23.1)
- Academic freedom (23.3)
- Intellectual property (23.4)

## Wages and benefits

The provisions below cover some of the wages and benefits you receive as an MSCF faculty.

- Initial step placement (13.1)
- Initial column placement (13.2)
- Column changes (13.4)
- Substitute wages (13.16)
- Overload pay (13.19)
- Sick leave (14.3)
- Personal leave (14.5)
- Supplemental retirement benefits (16.6)
- Health insurance (19)
- Layoff protections (22)
- Tuition waivers (24.3)

## Working conditions

The provisions below cover some of the working condition protections you receive as an MSCF faculty.

- Work assignments (10.1)
- Summer rotation (10.4)
- Class schedules (11.1.9)
- Office hours (11.2.5) and (11.3.5-6)
- Credits and contact hours (11.2-3)
- Release credit equivalence (11.7)
- Appointments (20.1)
- Hiring practices (20.7)
- Seniority (21)
- Disciplinary procedures (25)
- Grievance procedures (27)