**Classified Recruitment & Retention Information Update Since 11/2006:**

- **External issues** adversely affecting the MUS’ ability to recruit & retain classified staff are largely unchanged:
  - Low area unemployment
  - Uncompetitive salaries
  - High living costs
- Applicant preferences remain similar:
  - Salary
  - Benefits
  - Life/work balance
  - PD&T
  - Supervisor reputation
  - Career advancement
- Most campuses have seen an increase in on-line vacancies postings (all employment categories)

- Some housing markets have softened, others have risen; but cost differentials remain
  - **Rents** (2-4 bedroom, unfurnished, no acreage)

<table>
<thead>
<tr>
<th>Current av rent as % of 10/06 City</th>
<th>Av Rent as per Local Newspaper Ads</th>
<th>Hrly Pay Needed for Av Rent to be Affordable*&lt;sup&gt;30% of salary&lt;/sup&gt;</th>
</tr>
</thead>
<tbody>
<tr>
<td>98% Bozeman</td>
<td>$1,389</td>
<td>$26.61</td>
</tr>
<tr>
<td>105% Missoula</td>
<td>$989</td>
<td>$18.95</td>
</tr>
<tr>
<td>115% Billings</td>
<td>$927</td>
<td>$17.76</td>
</tr>
<tr>
<td>103% Great Falls</td>
<td>$860</td>
<td>$16.48</td>
</tr>
<tr>
<td>81% Helena</td>
<td>$748</td>
<td>$14.33</td>
</tr>
<tr>
<td>99% Butte</td>
<td>$650</td>
<td>$12.45</td>
</tr>
</tbody>
</table>

- **Average Real Estate Sales Prices** (Gallatin Association of Realtors)

Missoula area median YTD at 11/4/07 $220,000, up from $178,822 in 2004 (Missoula Organization of Realtors). Low income housing level defined as $30,800 (Missoulian 22/07).
**Examples of Some Internal Issues**

**MSU Northern:** Separation of staff is a MUS-wide concern. Job titles of the 21 staff who left MSUN, or are leaving, MSUN 8/06-12/07 break down 10% classified professional; 29% secretarial/clerical; 5% technical paraprofessional; 5% skilled crafts; 52% service maintenance (predominantly custodial and food service workers).

![MSUN Staff Separations 8/06-12/07](image)

**UM Missoula:** Many components impact the employee’s decision making process. However one issue that impacts the MUS as a whole is an ageing workforce.
- Proper planning and succession management can create a cross functional environment, promote employee satisfaction, and mitigate institutional memory loss.
- UM Missoula currently employs approximately 2,600 full time employees, including administrators, faculty and staff. Approximately 64% of The University of Montana employee base is made up of employees who were age 50 or greater as of November 9, 2007.
- The average years of service, age 50 or greater, is 8.08.

Following is a table of active employees participating in retirement plans: this table shows the Years of Service for each of the major groupings, offered as an indicator only of what the future may hold:

<table>
<thead>
<tr>
<th>Years of Service</th>
<th>10</th>
<th>15</th>
<th>20</th>
<th>25</th>
<th>30</th>
<th>30+</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff</td>
<td>714</td>
<td>223</td>
<td>182</td>
<td>95</td>
<td>64</td>
<td>34</td>
<td>1312</td>
</tr>
<tr>
<td>Faculty/Admin</td>
<td>103</td>
<td>14</td>
<td>54</td>
<td>49</td>
<td>54</td>
<td>87</td>
<td>361</td>
</tr>
<tr>
<td></td>
<td>817</td>
<td>237</td>
<td>236</td>
<td>144</td>
<td>118</td>
<td>121</td>
<td>1673</td>
</tr>
</tbody>
</table>

**MSU Bozeman:** Most MUS campus cities are strong in the common prerequisites for continued economic growth: educated workforce; natural resources/quality of life; communications. MSU’s environment features:
- Extremely competitive labor and housing markets
  - 407 newspaper ads vs. 256 next highest, *Billings Gazette*; local businesses employing recruitment initiatives
  - Challenge to MSU’s ability to build institutional knowledge
  - 23 (2%) classified employees earn $26.61+/hr (average affordable rent, above); 115 (11%) earn $21.55+ (City of Bozeman Workforce Housing minimum eligibility threshold of $45,000. *Bozeman Daily Chronicle, 7/17/07*)
- Leadership and collaboration opportunities within the community.
MUSSA Recognizes:

Student recruitment and retention, maintenance of a quality educational experience, and the Universities’ role in economic and workforce development are critical to the MUS mission. All require sound infrastructural and employee support.

MUSSA Supports:

- The recommendations of the OCHE Recruitment & Retention Task Force including:
  - Recognition that “one size doesn’t fit all” in meeting individual campus needs
  - Pre-budget planning and associated concepts
  - The pursuance of non-salary initiatives
  - Board of Regents/OCHE opportunities working with the PEPB Subcommittee

- Further recruitment suggestions:
  - An independent identification of each campus’s competitors (per job title)
  - Enhanced community collaboration in resolving local employment and training issues
  - Development of marketing strategies
    - Including job fairs and appropriate targeting
    - Dispelling erroneous perceptions about the MUS as an employer

- Further retention suggestions:
  - Continued development of existing strategies
    - Marketing the value of the benefits package
    - Mentoring
    - Professional development and training
    - Flexible pay options
    - Enhancing employee recognition programs

Data relating to MSU Northern, UM Missoula and the Missoula area are provided by staff representatives (MSUN) and Staff Senate (UM). The remaining information in this handout is drawn from MSU CEPAC-Staff Senate’s research: MSU Within the Community, 2007 Update, to be published on-line at www.montana.edu/staffsenate - sources include: MT Department of Labor and Industry; Sonoran Institute; Bozeman Area Chamber of Commerce (events/membership); Bozeman Job Service; Gallatin Association of Realtors; The Bozeman Daily Chronicle; MSU data.