



Minnesota
STATE COLLEGES
& UNIVERSITIES

Minnesota State Colleges and Universities
LAYOFF OPTION FORM
MSCF – Former UTCE Unlimited Full-time Faculty Members
with Five (5) or More Years of Employment

Selection of Option A or Option B

REMINDER:

Deadline to submit this request to College President is thirty (30) working days prior to actual layoff.

If layoff actually occurs as described in my “Notice of Layoff” letter, I hereby make an irrevocable choice for the option identified below as provided in Article 22, Section 9, Subdivision 2, of the 2009-2011 Master Agreement between the Minnesota State College Faculty (MSCF) and the Minnesota State Colleges and Universities (MnSCU).

My irrevocable choice is: (check one)

OPTION A

Which includes:

1. Up to \$6,500 tuition support, including books and fees at any educational institution of my choice.
2. Claiming rights to unlimited full-time (UFT), temporary full-time (TFT), or unlimited part-time (UPT) positions for a period of four (4) years from the date of layoff.
3. Claiming rights to temporary part-time/adjunct work at my campus.
4. Reservation of a position upon mutual agreement of the college president, and according to the conditions defined in Article 22, Section 9, Subdivision 2.A. Option A, “Reserving Vacant Positions”.
5. I elect to receive my sick leave liquidation as calculated according to Article 16:
 - At the time of layoff, or
 - A single payment during the four (4) year claiming period on: _____
6. One (1) year of employer paid basic health, dental and life insurance according to Article 19, Section 3. Subdivision 3.A. Paragraph 2.

OPTION B

Which includes:

1. Lump sum payment in the amount of \$12,000 (less normal deductions).
2. Severing my recall, claiming and reservation rights with MnSCU.
3. Sick leave liquidation according to Article 16, to be paid at the time of layoff.
4. One (1) year of employer paid basis health, dental and life insurance according to Article 19, Section 3. Subdivision 3.A. Paragraph 2.

Faculty Member’s Name (PRINT)

College

Faculty Member’s Signature

Date

College President’s Signature

Date

c: *Toni T. Munos, System Director, Employee Relations, MnSCU System Office*
MSCF Staff Representative