Human Resources and Labor Relations Committee


Absent: Angela Faherty, Tamera Grieshaber, William Johnson, Kevin McCarthy, Victoria Murphy, and Wayne Newell.

Trustee O’Leary, Chair, convened the meeting.

Human Resources Plan. Ms. Tracy Bigney, Chief Human Resources and Organization Development Officer, explained that several aspects of the work of the New Challenges, New Directions (NCND) Plan hinge on effective management of UMS human resources, human resources costs, and the human resources function. Successfully implementing the NCND Plan depends on human resources in three ways:

- The UMS relies on the creativity, hard work and engagement of all employees in finding new, more efficient and more effective ways to serve the State of Maine’s higher education needs.
- Careful review of the pay and benefits programs to achieve the right balance of total compensation, and work to control cost increases that often grow at a rate exceeding the growth in revenue.
- Redefining the role of the human resources function to increase efficiency and effectiveness of human resources services through greater collaboration and coordination between the System and the universities, and by emphasizing the strategic roles of human resources.

The UMS vision for our Human Resources organizations is as follows:

- Human Resources is a collaborative network of the System Office and the seven universities.
- Human Resources is an integrated function that uses all resources of the System and campus human resources to best serve the entire UMS.
- Specialized knowledge and functions are shared across the System.
- Each university cannot be a full service human resources function – strengths are shared to fill in gaps.
- Human Resources is a strategic partner with the Chancellor, Presidents and university leadership.

Human Resources is implementing the “Center of Expertise” model of service delivery. With this organization principle, centers may be led by the System office or a campus and may be co-located or geographically dispersed. Campus human resources staff with special expertise
in a specific area will have a System-wide role in that function, leveraging expertise across the System. Two pilot project Centers of Expertise are now being implemented.

The Human Resources Work Plan has developed strategies to guide change management, improve performance management, guide workforce management, re-design compensation programs, reassess employee benefits programs, manage health care costs through improved employee/dependent health status, negotiate collective bargaining agreements to achieve UMS goals, coordinate and leverage resources within the University of Maine System, and exploit the use of technology.

**Board of Trustees Policies and Practices for Evaluation of Chancellor, Presidents, Board Chair, Board of Trustees and Senior Staff.** Ms. Bigney reviewed the proposed changes to the Board of Trustees policies and practices for evaluation of the Chancellor, Presidents, Board Chair, Board of Trustees, and Senior Staff. The Board of Trustees conducts reviews of the Chancellor, Board Chair and Board and on its behalf the Chancellor conducts reviews of the Presidents and Senior Staff. For Chancellor and Presidents there are informal annual reviews and cyclical, comprehensive, formal reviews. The evaluation of the Chancellor is outlined in Board of Trustees Policy # 203.1 Chancellor – Evaluation Process. The evaluation of the Presidents is outlined in Board Policy # 204.1 The annual evaluation of the Board Chair and the Board of Trustees is a Board practice and is not incorporated into the By-laws or Board Policy to allow flexibility in determining how and when to conduct evaluations. The annual evaluation of the Senior Staff is a proposed addition to the Handbook for Non-Represented Faculty and Salaried Staff.

The proposed changes to Board Policies will be presented at the July Board meeting as an action item.

**Correction to Change in Retiree Health Plan Adjustment Dates.** Trustee O’Leary explained that at the March 15, 2010 meeting the Board of Trustees approved a change to the retiree health plan that was recommended by the Retiree Health Plan Task Force III. The Task Force recommended a phasing out of the “implicit subsidy” provided to retirees who are not yet eligible for Medicare. As approved by the Board the reduction in the implicit subsidy would apply to employees who retire January 1, 2011 or later and the phased in increased in percentage of premium would occur on July 1, 2013, July 1, 2016 and July 1, 2019. The retiree health plan operates on a calendar year basis and adjustments to premiums normally occur on January 1 of each year. In order to avoid two increases being applied in 2013, 2016, and 2019, it is recommended that the phased in adjustments to premiums occur on January 1 of 2014, 2017 and 2020. The plan actuary has indicated that this change will have no impact on the GASB 45 valuation.

On a motion by Trustee Medd, which was seconded by Trustee Collins, the Committee agreed to forward the recommendation to the consent agenda for action.

**Executive Session**
On a motion by Trustee Dowe, which was seconded by Trustee Medd, the Human Resources and Labor Relations Committee went into Executive Session under the provisions of 1 MRSA Section 405 6A & 6C for the purpose of discussing personnel reassignments and duties, and labor contracts.
On a motion by Trustee Dowe, which was seconded by Trustee Fournier, the Committee concluded the Executive Session.

**Appointment for Trustee Approval.** Trustee O’Leary presented the appointments at or above the level of Dean or equivalent or with tenure which require approval of the Board of Trustees. The following appointments were recommended by the Chancellor:
- Ryan Low, Vice President for Administration, UMF
- Roberto Noya, Vice President for Enrollment Management and Marketing, UMF

On a motion by Trustee Dowe, which was seconded by Trustee Medd, the Committee agreed to forward the recommendations to the consent agenda for action.

Adjournment.

Ellen Doughty for
J. Kelley Wiltbank, Clerk