

UNIVERSITY OF MAINE SYSTEM
Board of Trustees Meeting

at the University of Maine at Augusta
March 14, 2011

Human Resources and Labor Relations Committee

Present: **Committee Members:** Marjorie Medd, Chair; Samuel Collins, Norman Fournier, Benjamin Goodman, Michelle Hood, William Johnson, and Lyndel Wishcamper. **Other Trustees:** Kurt Adams, Eleanor Baker, Tamera Grieshaber, Kevin McCarthy, and Paul Mitchell. **Chancellor:** Richard Pattenauade. **System Staff:** Tracy Bigney, Kelley Wiltbank, and Rebecca Wyke.

Absent: Stephen Bowen, Victoria Murphy, Wayne Newell and Charles O'Leary.

Trustee Medd, Chair, convened the meeting.

Appointment of President at University of Maine. Chancellor Pattenauade acknowledged the leadership and dedication of President Robert Kennedy and thanked him for all that he has done for UMaine. Following a comprehensive national search the University of Maine Presidential Search Committee, chaired by Trustee Baker, forwarded three candidates to the Chancellor. After reviewing committee and community input, Chancellor Pattenauade recommended the appointment of Dr. Paul W. Ferguson to be the President of UMaine. Trustee Medd thanked Trustee Baker, Chair of the Search Committee, and the Search Committee members for their efforts.

On a motion by Trustee Johnson, which was seconded by Trustee Fournier, the Committee agreed to forward the recommendation to the Consent Agenda.

Comprehensive Presidential Reviews. Chancellor Pattenauade commented on the Comprehensive Presidential Reviews that have been recently completed. The presidential annual reviews are conducted by the Chancellor. The Comprehensive reviews are conducted by outside reviewers in the president's third year of service and each subsequent four years.

This year comprehensive reviews were conducted in the third year of service for UMA President Allyson Handley and USM President Selma Botman. Results of the comprehensive reviews have been discussed with each individual and will be used to guide the president's professional development and in setting goals for the coming year.

Trustee Wishcamper asked about the status of the UMS policy for annual reviews for all staff, how effective the process has been, and what is left to be accomplished. Chancellor Pattenauade commented that the initiative from the Board is that every employee should be reviewed by his/her supervisor on an annual basis. Chancellor Pattenauade has worked with the presidents and System staff to move forward with this initiative. Chancellor Pattenauade asked Ms. Tracy Bigney, Chief Human Resources and Organization Development Officer, to comment on the data resulting from the formal study. Ms. Bigney stated that last July was the first time the UMS had a formal System-wide data collection on annual performance reviews. Some universities have made a substantial improvement but more work is needed. It has been made clear that there is an expectation that annual performance appraisals will be done and each year the universities report their data. Data for this year will be available in July.

Trustee Wishcamper asked why the UMS cannot demand 100% compliance. Ms. Bigney stated that the directive has been given and compliance is expected. Training is being provided to managers and supervisors so they understand how to evaluate employees and the expectation that all employees receive annual evaluations. Trustee Wishcamper suggested that UMS hold back

funding or some other penalty for those institutions who do not meet 100% compliance. After two years of transitioning he feels there has been enough time for 100% compliance. Ms. Bigney stated that it has been recommended for employees who are responsible for completing annual performance appraisals that part of their annual appraisal reflect whether appraisals have been completed for their staff. When the Chancellor does the assessments of each president he will look at that data. Trustee Johnson suggested setting a deadline date for these to be completed. Chancellor Pattenaude stated that it has been helpful that the Trustees support this initiative and there has been significant improvement. Trustee Wishcamper suggested the Human Resources and Labor Relations Committee discuss what the penalty should be for the institutions who do not have 100% compliance.

Executive Session

On a motion by Trustee Fournier, which was seconded by Trustee Johnson, 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 appointments, reassignments and duties, and labor contracts.

On a motion by Trustee Johnson, which was seconded by Trustee Fournier, the Committee concluded the Executive Session.

Appointment for Trustee Approval. Trustee Medd 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 appointment was recommended by the Chancellor:

Daniel Gunn, Interim Vice President of Academic Affairs, UMF

On a motion by Trustee Johnson, which was seconded by Trustee Fournier, the Committee agreed to forward the recommendation to the Consent Agenda.

Adjournment.

Ellen Doughty for
J. Kelley Wiltbank, Clerk