Human Resources and Labor Relations Committee


Absent: James Dowe, Susan Gendron, Krisandra Horn, Victoria Murphy, and Wayne Newell.

Trustee Flahive, Chair, convened the meeting.

Workforce Management in UMS. Ms. Tracy Bigney, Chief Human Resources and Organization Development Officer, presented “Workforce Management in UMS”. Workforce Management is the proactive management of human resources to maintain a workforce and the management of positions to achieve efficiencies, minimize negative impact on employees, and to achieve the optimal number and types of positions to meet university needs and financial resources. The Workforce Management process includes assisting employees and the organization in transition and change, mitigating legal risks, treatment of employees with respect and consideration, and communicating with employees and bargaining agents.

The actions included in Workforce Management are the following: use of attrition to eliminate vacant positions or to provide opportunities for employees who will be displaced, shift employees to areas of continuing need, modifying positions, use of voluntary turnover whenever possible, and layoff when necessary. The Workforce Management process includes working with the campuses to prepare a workforce management plan documenting the reasons for the action, the process used to identify affected employees, the impact on the work unit, and potential contract and legal issues. This plan is then approved by the campus president or designee and analyzed by the Human Resources and Equal Opportunity departments. The System Human Resources and Equal Opportunity Departments review the plan and the final review is with University Counsel. Employees are assisted during any transitions to ease the impact on the employees and ensure their rights are in accordance with contracts and handbook policies.

Mr. Frank Gerry, Director of Labor Relations, provided an overview on the Labor Relations impact to carry out Workforce Management actions focusing on the impact on affected and remaining employees, labor contracts, and equal opportunity and other laws.

Interim President Joseph Wood, USM, spoke on the Workforce Management impacts at USM. Trustee Weston expressed appreciation, on behalf of the Board, to Interim President Wood for his leadership and dedication during a challenging year.

Mr. John Lisnik, Assistant to the Chancellor for Governmental Relations, provided a brief update on legislative issues.
executive session
on a motion by trustee mccrum, which was seconded by trustee fournier, the committee went into executive session under the provisions of 1 mrsa section 405 6a & 6c to discuss personnel and collective bargaining issues.

on a motion by trustee william johnson, which was seconded by trustee mccrum, the committee concluded the executive session.

appointments of the president at umpi.
on a motion by trustee charles johnson, which was seconded by trustee william johnson, the committee agreed to forward the recommendation to appoint dr. donald zillman as president of the university of maine at presque isle for a two-year term effective july 1, 2008 and ending june 30, 2010 at an annual salary of $149,500.

appointments 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 are recommended by the chancellor:

jeffrey e. hecker, dean, college of liberal arts and sciences, um
susan j. hunter, vice president for academic affairs and provost, um
rosa s. redonnett, executive director of student affairs, ums

on a motion by trustee william johnson, which was seconded by trustee fournier, the committee agreed to forward the recommendations to the consent agenda for action.

adjournment.

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j. kelley wiltbank, clerk