

UNIVERSITY OF MAINE SYSTEM
Board of Trustees Meeting

at the University of Maine at Farmington
November 17, 2008

Human Resources and Labor Relations Committee

Present: **Committee Members:** Jean Flahive, Chair; Norman Fournier, William Johnson, Barry McCrum, and Charles O’Leary. **Other Trustees:** James Dowe, Tamera Grieshaber, Charles Johnson, Marjorie Medd, Paul Mitchell, Victoria Murphy, and Wayne Newell. **Chancellor:** Richard Pattenau. **System Staff:** Tracy Bigney, Frank Gerry, and Kelley Wiltbank.

Absent: Susan Gendron, Krisandra Horn, and Lyndel Wishcamper.

Trustee Flahive, Chair, convened the meeting.

Succession Management and Workforce Planning. Ms. Tracy Bigney, Chief Human Resources and Organization Development Officer, provided a presentation on Succession Management and Workforce Planning. She informed the Board that the aging of the workforce in America is said to be resulting in a “war for talent” as well as a need to retain older workers as the number of younger workers decreases. Large numbers of retirements have serious potential impacts, including the cost of retiree health care, loss of institutional knowledge and expertise, and decisions to be made about how and whether to refill positions. An influx of workers of a different generation may bring different expectations for careers, greater work family life concerns, and opportunities presented by new employees with technological skills, recent educational preparation and different perspectives.

Effective Succession Management would include the following characteristics. Succession Management needs to be geared to unique needs of the organization, benchmarked, extend to all levels, clarify the replacement needs, develop a program to accelerate growth, identify high potential employees, include formal mentoring, and develop policies that favor promotion over outside hiring. Currently the UMS has many employees nearing retirement age with limited employee/faculty/leadership development. The resources are severely constrained by compensation levels below that of peers and the System must adapt to the changing needs of students and the State of Maine. Currently, succession management and workforce planning at the UMS are largely an ad hoc and informal process. The UMS will need to identify ways to build succession management and workforce planning into current planning processes and identify practices from other universities or outside of higher education and adapt to effectively meet with needs of the System.

Campus Violence Policy. Trustee Flahive explained the proposed Board of Trustees policy on Campus Violence. Preventing and responding to incidents of violence and domestic violence in university facilities and related to university activities is unfortunately an important responsibility of universities in their roles as educational institutions and employers. The proposed policy on Campus Violence states the Board’s commitment to maintaining an environment free of violence and domestic violence for students, employees, and visitors.

Ms. Bigney reviewed the suggested changes in the policy made following the September meeting and they have now been incorporated. Ms. Rosa Redonnett, Executive Director for Student

Affairs, commented that the Chief Student Affairs officers have reviewed the policy and support the document. Trustee Murphy suggested that the policy be incorporated into the Student Conduct Code.

On a motion by Trustee William Johnson, which was seconded by Trustee O'Leary, the Human Resources and Labor Relations Committee agreed to forward the recommendation to the consent agenda.

Report of Retiree Health Plan Task Force II. Ms. Bigney provided a report on the Retiree Health Plan Task Force II. In the spring of 2008, Chancellor Pattenaude established the Task Force and charged it to explore the feasibility of establishing a defined contribution retiree health plan and to make recommendations by June 30, 2008 regarding design of a program that would provide a competitive retiree health benefit for employees who spend a major portion of their career at UMS, and that would not increase costs of retiree health coverage over the amount that would be required for accrual accounting of the current plan for the covered employees. The Task Force met six times and developed and projected costs of a plan as specified in the parameters specified in the charge. The Task Force also considered additional plan design features.

The Task Force concluded that while a plan built in response to the Chancellor's charge would result in cost savings over time, employee members of the Task Force did not believe that the cost savings presented would justify the loss of a benefit, and they would not recommend adopting a plan that provided no consideration for dependent coverage.

The Task Force recommended that the System continue with the current retiree health plan and fully fund it through a trust. They further recommended that the System should continue to be attentive to the developing market for defined contribution plans and the potential for more competitive alternatives in the future that could be financially advantageous to UMS and still maintain, or even enhance, the benefit for retirees.

Executive Session

On a motion by Trustee William Johnson, which was seconded by Trustee Fournier, 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 and upcoming negotiations between UMS and the employee labor unions.

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

Adjournment.

Ellen Doughty for
J. Kelley Wiltbank, Clerk