University of Maine System  
Board of Trustees  
Room 427 Wishcamper Center at the University of Southern Maine  
May 8, 2019

**Human Resources & Labor Relations Committee**

**Present:** Committee Members: Betsey Timm, Chair, James Erwin, Trevor Hustus, and Kelly Martin (by phone). **Staff:** Ellen Doughty and Mark Schmelz. **Others:** Dori Pratt and Susan Cameron.

**Committee Members Absent:** Sam Collins, Norman Fournier and Shawn Moody.

Trustee Timm, Chair, called the meeting to order and welcomed everyone.

**Executive Session.**  
On a motion by Trustee Hustus, which was seconded by Trustee Erwin, the Human Resources and Labor Relations Committee agreed to go into Executive Session under provisions of:

- 1 MRSA Section 405 6-D to discuss planning for negotiations and communications with AFUM, UMPSA, ACSUM, Police, PATFA, and Service and Maintenance Units.

On a motion by Trustee Ewrin, which was seconded by Trustee Hustus, the Human Resources and Labor Relations Committee concluded the Executive Session.

**Workforce Profile Report, 2018 and Turnover Analysis, October 31, 2017 to October 31, 2018**  
Mr. Mark Schmelz, Chief Human Resources Officer, provided a brief overview of the 2018 Workforce Profile Report and the 2017-2018 Turnover Analysis. There is limited diversity as measured in the federal ethnicity categories. Overall 4.4% of employees System-wide report a minority race/ethnicity. As a result, Mr. Schmelz encouraged the UMS to develop strategies to focus on diversity and inclusion in the workforce. Trustee Erwin raised a concern about the age of the UMS workforce. The average age by employee category is: administrators average age is 55, faculty 52, salaried 46, and hourly employees average age is 50. These averages have held steady with little variation over the past few years. A significant proportion of faculty (45.5%), hourly (47.2%) and administrators (54.5%) are 55 or older. The age demographics have an impact on succession planning as well as a driver for health care cost.

Additional information about the meeting can be found on the Board of Trustees website: [http://staticweb.maine.edu/wp-content/uploads/2019/04/meeting-materials-050819.pdf?0d0f03](http://staticweb.maine.edu/wp-content/uploads/2019/04/meeting-materials-050819.pdf?0d0f03)

Adjournment.  
Ellen N. Doughty, Clerk