



Board of Trustees
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February 23, 2018

TO: Members of the Human Resources & Labor Relations Committee

FR: Ellen N. Doughty, Interim Clerk of the Board

RE: **March 5, 2018 Human Resources & Labor Relations Committee**

The University of Maine

University of Maine
at Augusta

University of Maine
at Farmington

University of Maine
at Fort Kent

University of Maine
at Machias

University of Maine
at Presque Isle

University of
Southern Maine

The Human Resources & Labor Relations Committee will meet from **12:00 pm to 1:30 pm on March 5, 2018**. The meeting will be located at the University of Maine System Executive Offices, Rudman Conference Room, 253 Estabrooke Hall, 15 Estabrooke Drive in Orono. In addition to the Estabrooke Hall location, the following Polycom locations will also be available:

- UMA – 125 Robinson Hall
- UMFK -- Alumni Conference Room, Nadeau Hall
- UMPI – Executive Conference Room, Preble Hall
- USM – 419/427 Wishcamper Center, Portland

The meeting materials are posted to the Diligent Board portal under the Human Resources & Labor Relations Committee section. In addition, the meeting materials are posted on the Board of Trustees website (<http://www.maine.edu/about-the-system/board-of-trustees/meeting-agendas/human-resources-labor-relations/>). If you have questions about the meeting arrangements or accessing the meeting materials, please call me at 581-5840.

If you have any questions or desire additional information about the agenda items, please call Mark Schmelz at 581-2365.

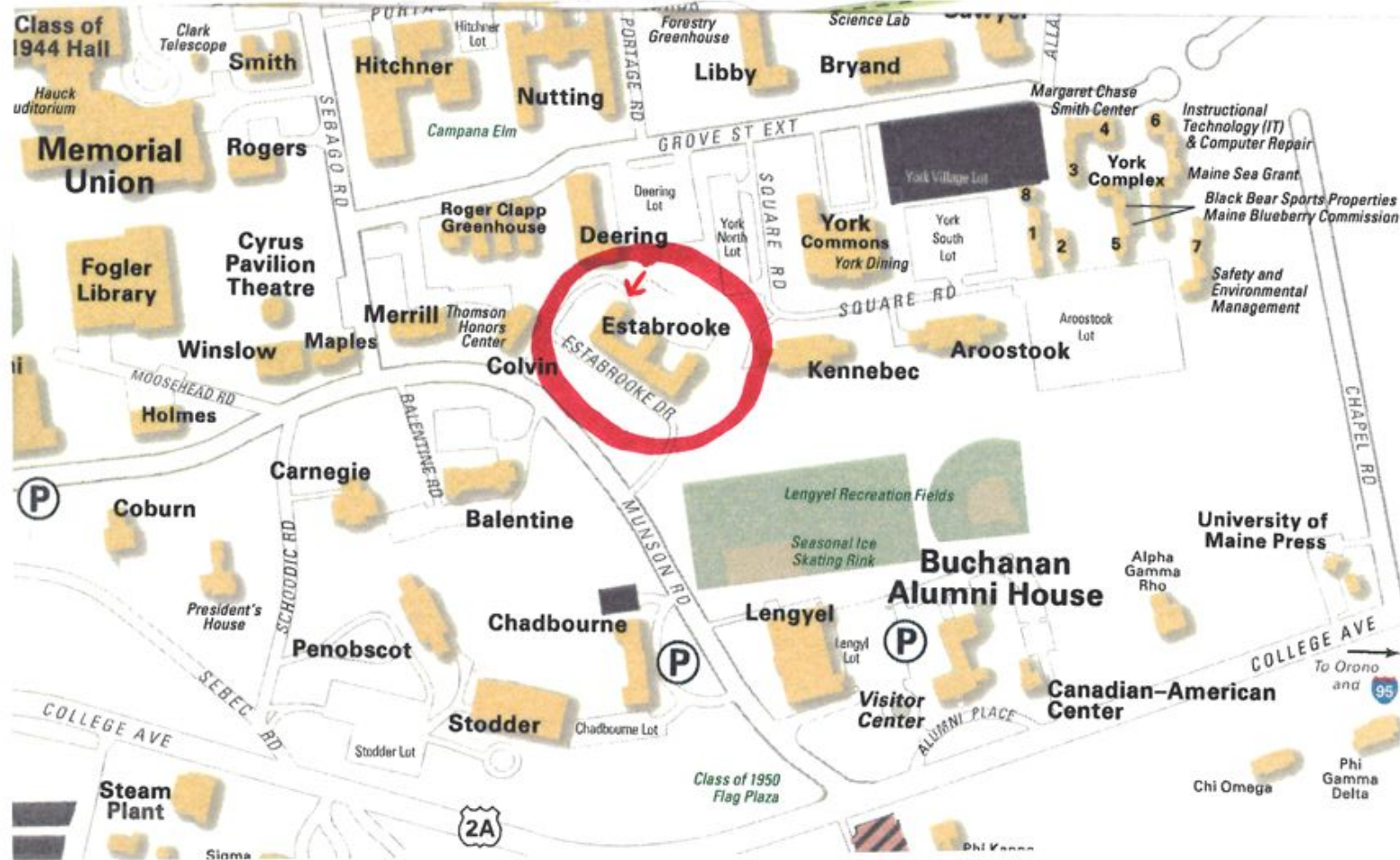
There will be a joint session for the Human Resources & Labor Relations and the Academic & Student Affairs Committee on March 5th from 1:30 pm to 3:00 pm. The joint session will be an executive session to review the tenure nominations for 2018. Following the joint session, the Academic & Student Affairs Committee will meet from 3:00 pm to 5:00 pm.

cc: James Page, Chancellor
Trustees (who are not members of the HR/LR Committee)
Presidents
Ryan Low
Mark Schmelz

University of Maine System

15 Estabrooke Drive, Orono

Rudman Conference Room
253 Estabrooke Hall, 2nd Floor
15 Estabrooke Drive, Orono



Directions to the UMS located on the UMaine Campus

From the South on I-95: take exit 191 to Kelly Road and turn right. Continue on Kelly Road for 1 mile until you reach the traffic light, then turn left onto Route 2 and go through downtown Orono. Cross the river. Turn left at the lights onto College Avenue. Buchanan Alumni House will be the first campus-related building on your right. Right after the Buchanan Alumni House, take a right onto Muson Road. Estabrooke Hall is the building on the right after Lengyel.

From the North on I-95: take exit 191 to Kelly Road and turn left. Continue on Kelly Road for 1 mile until you reach the traffic light, then turn left onto Route 2 and go through downtown Orono. Cross the river. Turn left at the lights onto College Avenue. Buchanan Alumni House will be the first campus-related building on your right. Right after the Buchanan Alumni House, take a right onto Muson Road. Estabrooke Hall is the building on the right after Lengyel.

The UMS is located on the 2nd floor of Estabrooke Hall. Enter Estabrooke Hall from the back of the building, the entrance closes to Deering Hall.

Board of Trustees

Human Resources & Labor Relations Committee

March 5, 2018

12:00 pm – 1:30 pm

Rudman Conference Room, 253 Estabrooke Hall, Orono

AGENDA

TAB 1 [Human Resources Shared Services Update](#)

Executive Session

Action items within the Committee purview are noted in green.

Items for Committee decisions and recommendations are noted in red.

Note: Times are estimated based upon the anticipated length for presentation or discussion of a particular topic. An item may be brought up earlier or the order of items changed for effective deliberation of matters before the Committee.



AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** Human Resources Shared Services Update

2. **INITIATED BY:** James R. Erwin, Chair

3. **BOARD INFORMATION:** X **BOARD ACTION:**

4. **OUTCOME:**

Primary Outcome:

Enhance fiscal positioning

Secondary Outcome:

University workforce engagement

5. **BACKGROUND:**

In the fall of 2017 the UMS Human Resources Shared Services organization received feedback from System and Campus leaders. The Human Resources Leadership team has been using that feedback to inform its decision making and planning efforts. Mark Schmelz, Interim Chief Human Resources Officer and Director of Labor and Employee Relations will provide the committee with an overview of the Human Resources team's efforts in the past 5 months to be responsive to this feedback. The discussion will include progress on goal setting and the establishment of related organizational metrics.