



Board of Trustees
15 Estabrooke Drive
Orono, ME 04469

Tel: 207-581-5840
Fax: 207-581-9212
www.maine.edu

April 26, 2019

TO: Members of the Human Resources & Labor Relations Committee

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

RE: **May 8, 2019 - 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 **9:00 am to 10:00 am on May 8, 2019**. The meeting will be located in Room 427, Wishcamper Center at the University of Southern Maine. In addition to the USM location, the following Polycom locations will also be available:

UMA – Room 125, Robinson Hall

UMPI – Executive Conference Room, Preble Hall

There will not be a meeting location at the University of Maine System in Orono. The meeting materials will be posted to the Diligent Board Portal as well as 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.

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

Directions to USM

University of Southern Maine

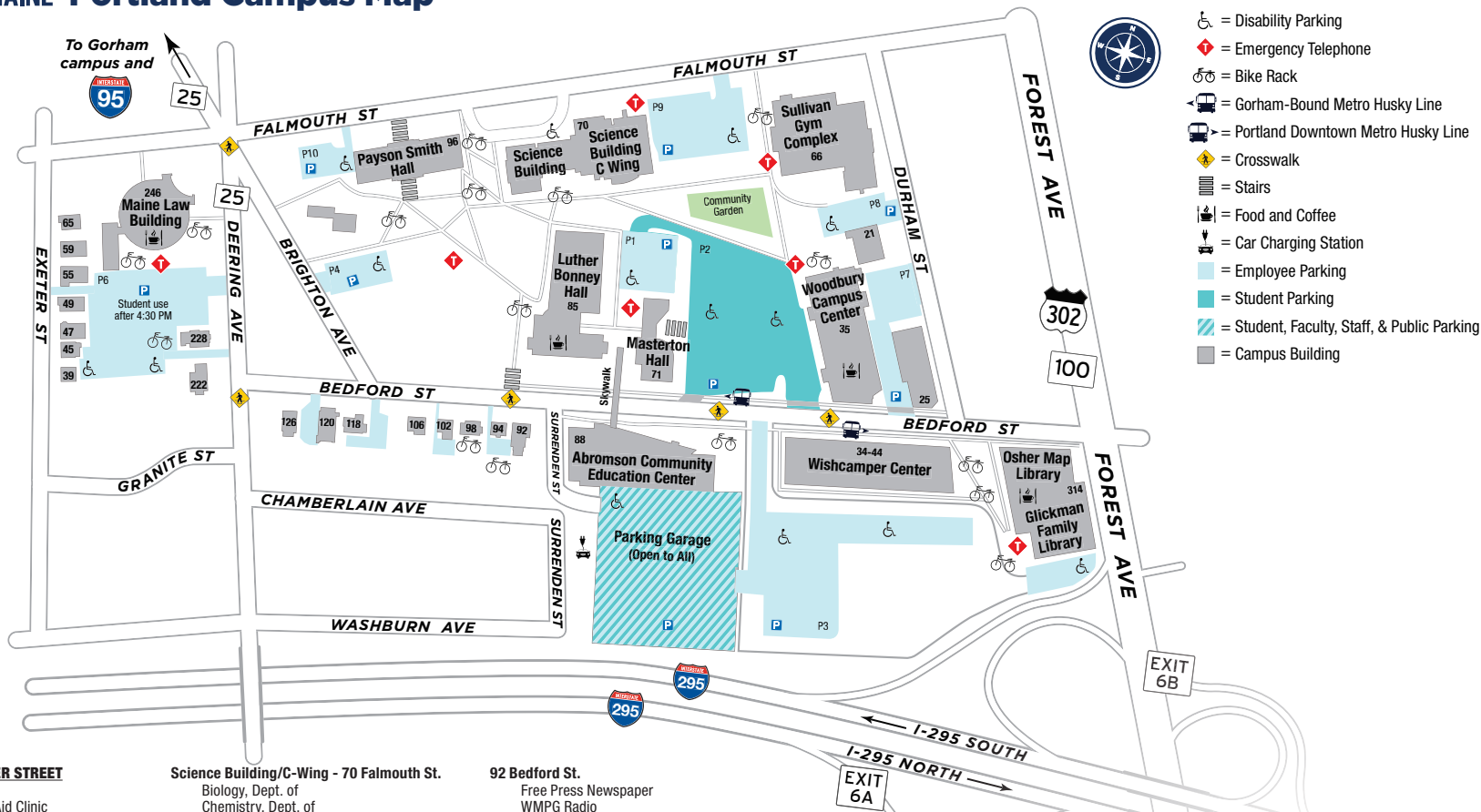
96 Falmouth Street, Portland, Maine

207-780-4480

From I-295 (north or south bound):

Take Exit 6B (Forest Avenue North). Turn left at the first light onto to Bedford Street and proceed until you see the skywalk over the street. Drive under the skywalk and turn left onto Surrenden Street to enter the parking garage. The Wishcamper Center is a short walk from the parking garage before the Glickman Library.

UNIVERSITY OF SOUTHERN MAINE **Portland Campus Map**



EXETER STREET

- 59 Exeter St.
Cumberland Legal Aid Clinic
- 55 Exeter St.
Maine Small Business Development Center
- 49 Exeter St.
Office of Strategic Procurement
- 47 Exeter St.
Office of Marketing and Brand Management
- 43 Exeter St.
Confucius Institute

DEERING AVENUE

- Maine Law Building - 246 Deering Ave.
Maine School of Law
USM Foundation

- 228 Deering Ave.
Office of The Dean of the College of Arts,
Humanities, and Social Sciences

FALMOUTH STREET

- Payson Smith Hall - 96 Falmouth St.
Communications and Media Studies, Dept. of
History and Political Science
International Programs
NetworkMaine
Philosophy, Dept. of
Service Learning and Volunteering
University Counseling Services

Science Building/C-Wing - 70 Falmouth St.

- Biology, Dept. of
Chemistry, Dept. of
Ci2 Lab
Computer Science, Dept. of
Linguistics, Dept. of
Match, Dept. of
Physics, Dept. of
Quality Control Collaoratory (QC2) Lab
Southworth Planetarium
- Sullivan Gym Complex - 66 Falmouth St.
ROCC
Veteran Resource Center

BEDFORD STREET

- 126 Bedford St.
Research Integrity and Outreach, Maine
Regulatory Training and Ethics Center
- 120 Bedford St.
Human Resources
- 106 Bedford St.
Office of Public Affairs
- 102 Bedford St.
TRIO
- 98 Bedford St.
Stonecoast MFA
- 94 Bedford St.
Women and Gender Studies

92 Bedford St.

- Free Press Newspaper
WMPG Radio
- Abramson Center - 88 Bedford St.
Conference Services
Hannaford Hall
Office of Admissions, Graduate Studies, and
Professional Development Programs
Parking Garage
- Masterton Hall - 71 Bedford St.
Office of the President
School of Nursing
School of Social Work
- Luther Bonney Hall - 85 Bedford St.
Academic Assessment Testing Services
Advising
Campus Card Services
Career and Employment Hub
English Department
Honors Center
Honors Den
IT Classroom Technology
IT Media Services
Prior Learning Assessment
Registration and Scheduling Services
School of Business
Student Financial Services
Veteran's Services

Woodbury Campus Center - 35 Bedford St.

- Art Gallery
Book Store
Food Court
Student Affairs Offices
Student Diversity Center

25 Bedford St.

- Facilities Management
- Wishcamper Center - 34-44 Bedford St.
Cutler Institute for Health and Social Policy
Muskie School of Public Service
Office of Enrollment Management
Office of the Provost
Osher Lifelong Learning Institute

21 Durham St.

- Communications & Media Studies Production
Center
- Osher Map Library/Glickman Family Library -
314 Forest Ave.

Board of Trustees

Human Resources & Labor Relations Committee

May 8, 2019

9:00 am – 10:00 am

Room 427, Wishcamper Center
University of Southern Maine - Portland

AGENDA

TAB 1 [Workforce Profile Report, 2018](#)

TAB 2 [Turnover Analysis, October 31, 2017 – October 31, 2018](#)

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.

University of Maine System

2018 Workforce Profile

Office of Human Resources



Table of Contents

	Page
Highlights	1
Category Definitions	3
Part 1 – University of Maine System Profile	
Employee Counts by Employment Category and Gender	5
Average Salary by Employment Category	5
Age by Employment Category	5
Highest Degree by Employment Category	6
Race and Ethnicity by Employment Category	6
Years of Service by Employment Category	6
Average Years of Service by Employment Category	7
Employees by Employment Category	7
Full Time Equivalent Employees by Employment Category And Funding Source	8
Part Time Faculty by Semester	8
Student Enrollment vs Employee Headcount	8
Part 2 – Workforce Profile by University	
Employee Counts by Employment Category and Gender	9
Average Salary by Employment Category	10
Average Age by Employment Category	11
Age by Employment Category	12
Highest Degree by Employment Category	14
Race and Ethnicity by Employment Category	16
Years of Service by Employment Category	17
Average Years of Service by Employment Category	19
Employee Counts by Employment Category with Management Group	20
Full Time Equivalent Employees by Employment Category And Funding Source	21
Part Time Faculty by Semester	22

Workforce Profile

Highlights

The Workforce Profile is an overview of the UMS workforce, reflecting full-time and part-time regular employees. This represents the 4,588 regular employees that were actively receiving a paycheck as of October 31, 2018. Additionally, there were 883 part time faculty members teaching in the Fall 2018 semester.

Count and Gender by Category

- Of the 4,588 UMS employees reported: 2.2% are administrators, 27.6% are faculty, 39.8% are salaried staff, and 30.5% are hourly paid staff.
- Overall between the seven campuses, women make up a minority of full time faculty at 47% of the population. However, at UMA, UMF and USM women make up the majority of full time faculty.
- Women are well represented among administrators at 44.6%. There are 101 administrators, 75 of whom are in the Management Group. The Management Group is almost perfectly split between men and women, with women comprising 49.3% of the cohort.
- The majority of regular hourly employees consist of women at 54.7%

Average Salary by Category

- The average salary for administrators is \$138,928; \$78,327 for faculty; \$53,033 for salaried staff; and \$32,960 for hourly staff.
- Wage increases were negotiated and implemented during the fiscal year 2019 resulting in a net increase across the board. A 2% general increase for non-represented employees went into effect while others vary by bargaining unit negotiated rates.
- Most faculty are appointed on an academic year basis and the annual salary is rated for the nine-month appointment.

Age

- 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 majority of salaried employees (70%) are under the age of 55

Highest Degree

- As would be expected, a high number of faculty (71.8%) hold terminal degrees. Administrators (36.6%) also hold a significant number of terminal degrees.
- 15.6% of hourly staff have self-reported a baccalaureate or higher degree. 58% of salaried employees report holding a baccalaureate or higher degree. Education level was not reported by 29.3% of employees.

Race and Ethnicity

- There is limited diversity as measured in the federal ethnicity categories. Overall 4.4% of employees system wide report a minority race/ethnicity.
- The University of Southern Maine has the largest proportionate diversity among its employees with 6.7% identifying as minority. The University of Maine reports the highest quantity of minority employees with 99 employees identifying as such.

Years of Service/Average Years of Service

- UMS has many long-service employees. Average length of service ranges from 10.0 years for salaried staff to 13.9 years for administrators.
- More than 19.8% of faculty and more than 20.8% of administrators have 25 or more years of service.
- The University of Maine at Farmington has the highest average years of service for all employment categories at 12.8. The University of Maine at Presque Isle has the lowest average years of service at 10.4 years.

Part-Time Faculty

- In the Fall 2018 semester, there were approximately 883 Part-Time Faculty teaching 4,126 credit hours of course work. The University of Southern Maine employs the most Part-Time Faculty with 363 (41.1%), followed by the University of Maine with 215 (24.35%) and then the University of Maine at Augusta with 140 (15.9%).
- Overall, there were more Part-Time Faculty members teaching courses over 2018 (3.4%) than in 2017. There was a decrease in credit hours awarded (-11.0%) and the number of classes taught (-11.9%) by the group over the same period of time, though.
- While there was a higher number of Part-Time Faculty members teaching, they taught less classes per person on average. From 2015-2017, members taught an average of 2.8 classes, whereas in 2018 they taught an average of 2.1 classes each.

UMS - OHR
April 2, 2019

Category Definitions

All UMS positions are categorized as administrator, faculty, salaried, or hourly depending upon the primary type of work performed. The categories, as defined by the IPEDS (Integrated Postsecondary Education Data System) Fall Staff Survey submitted biennially by colleges and universities to the National Center for Education Statistics, U.S. Department of Education, are defined below.

Administrators

All employees whose assignments require management of the institution, or a customarily recognized department or subdivision. Assignments require the performance of work directly related to management policies or general business operations of the institution, department or subdivision. Assignments in this category customarily and regularly require the incumbent to exercise discretion and independent judgment. This category includes employees holding the following titles who meet the above criteria: president, vice president (including assistant and associate), dean (including assistant and associate if their only activity is administrative and does not include a faculty workload), director (including assistant and associate), department head (including assistant and associate if their only activity is administrative and does not include a faculty workload). Employees in this category are in the management group.

Faculty

All individuals employed for the primary purpose of instruction, research, and/or public service and who hold academic rank of professor, associate professor, assistant professor, instructor, lecturer or the equivalent. These individuals may also hold titles such as associate dean, assistant dean, chairperson, and director if they also have a faculty work assignment. This report includes faculty in Cooperative Extension; the Tenure Report excludes faculty in this department.

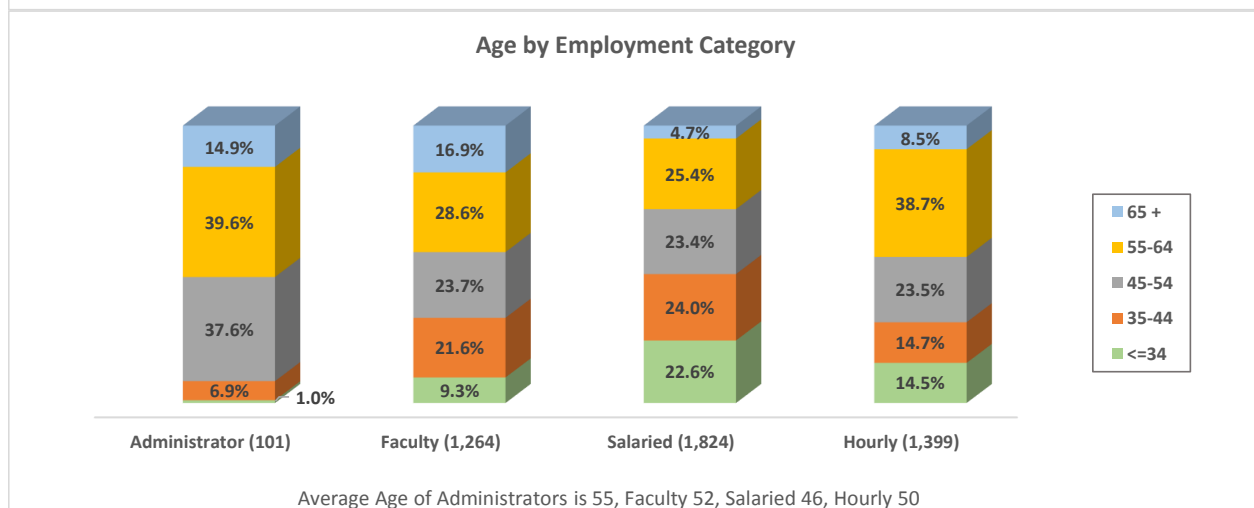
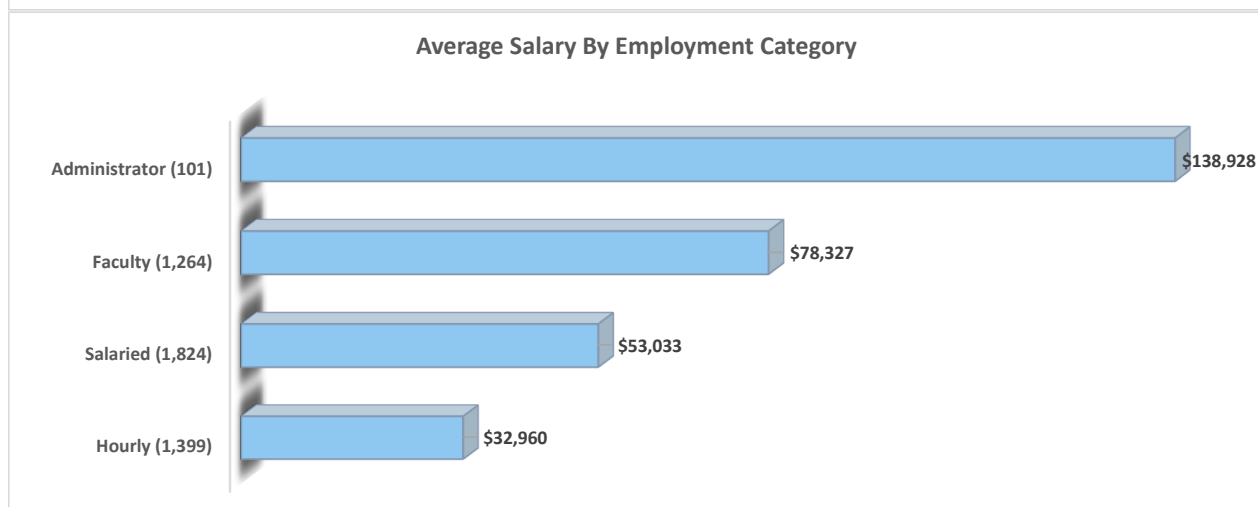
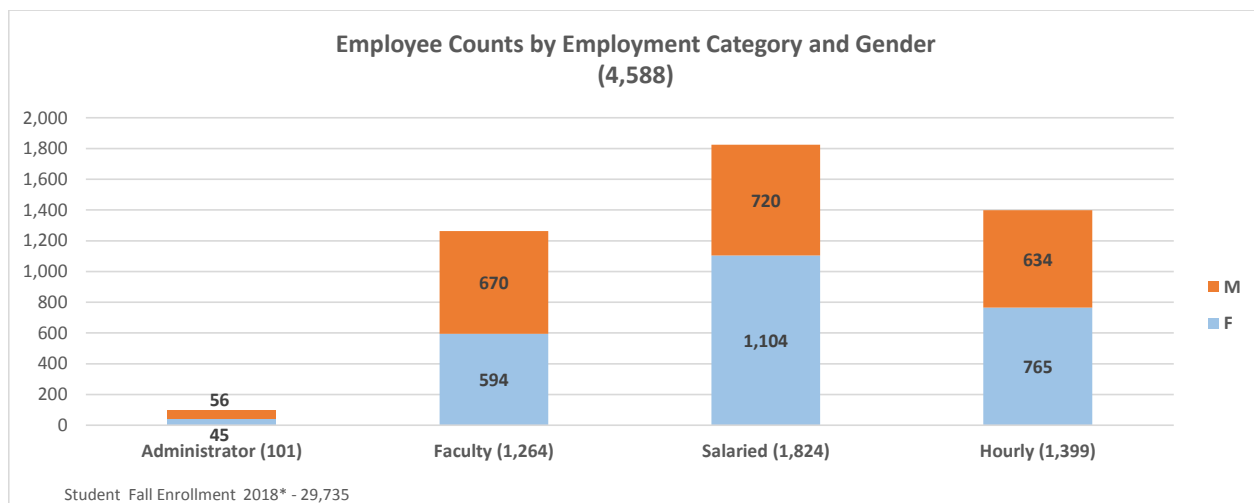
Salaried

All individuals employed for the primary purpose of performing academic support, student service and institutional support, whose assignments require either a baccalaureate degree or higher or experience of such kind and amount as to provide a comparable background. Includes employees with job titles such as: Business Operations Specialist, Financial Specialist, Accountant, Budget Analyst, Admissions or Financial Aid Counselor, Computer Specialist, Computer Analyst, Database Administrator, Librarian, Resident Director.

Hourly Staff

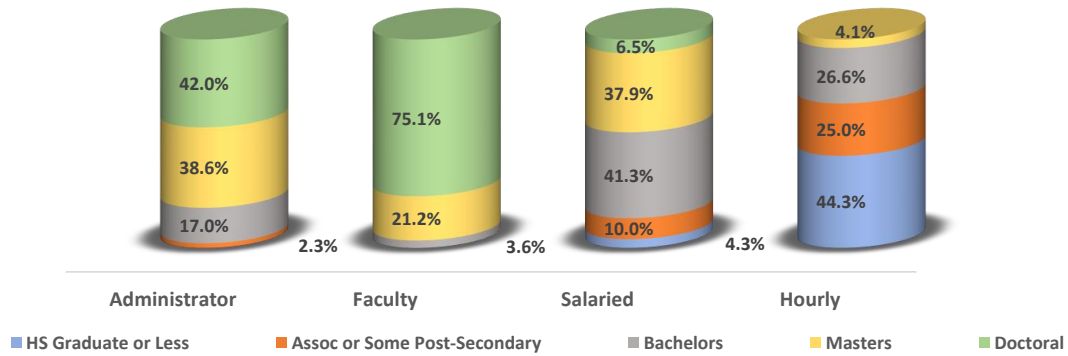
All employees whose assignments:

- Are technical or paraprofessional in nature (requires specialized knowledge or skills which may be acquired through experience, apprenticeship, on-the-job training or academic work in occupationally specific programs that result in a 2-year degree or other certificate or diploma). Includes such titles as Research or Laboratory Technician, Audiovisual Technician, Personnel Assistant. Or;
- Are associated with clerical or secretarial activities (responsible for internal and external communications, recording and retrieving data and/or information, and other paperwork required in an office). Includes such titles as Secretary, Administrative Assistant, Records Technician, Bookkeeper, Library Assistant. Or;
- Involve skilled crafts work (typically requires special manual skills and a thorough and comprehensive knowledge of the processes involved in the work, acquired through on-the-job-training and experience or through apprenticeship or other formal training programs). Includes such titles as Electrician, HVAC Technician, Printer, Garage Mechanic. Or;
- Involve service/maintenance work (requires limited degrees of previously acquired skills and knowledge, performs duties that result in or contribute to the comfort, convenience and hygiene of personnel and the student body or that contribute to the upkeep of the institutional property). Includes such titles as Custodian, Building & Grounds Maintenance Worker, Police Officer, Security Guard, Cook.



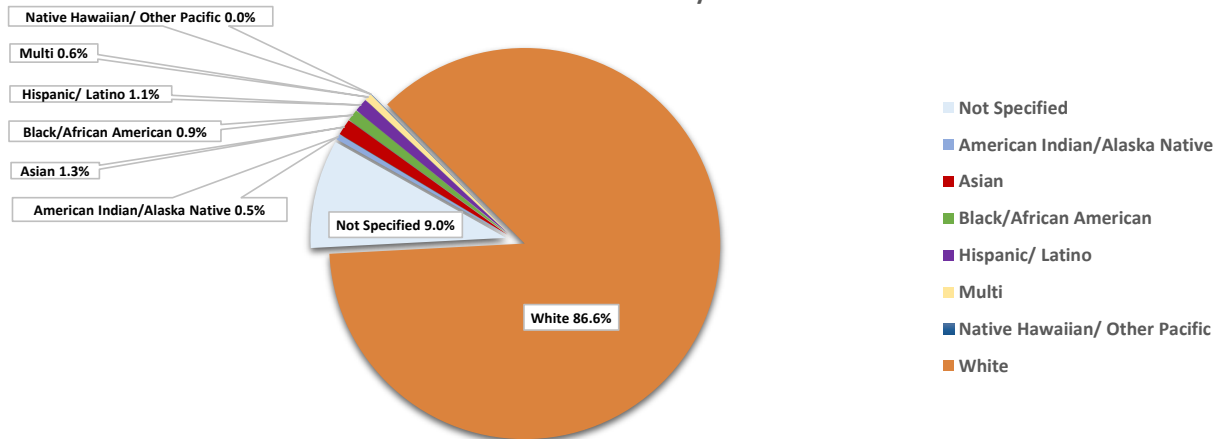
* Student Fall Enrollment 2018 includes undergraduate and graduate students. The source is Fall 2018 Enrollment Report - The University of Maine System, Fall Semester Headcount by Campus

Highest Degree by Employment Category *

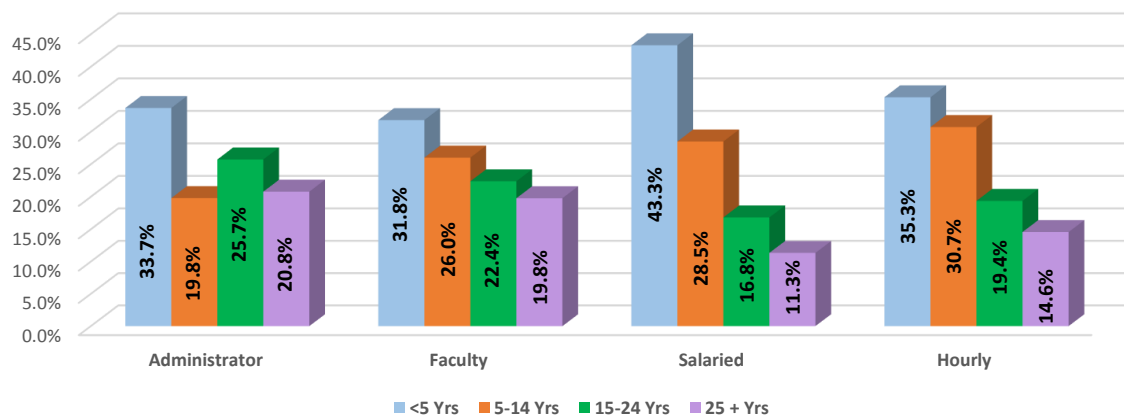


* Percentage shown for Highest Degree is a percent of the total employees who reported education level; 1,344 employees did not indicate.

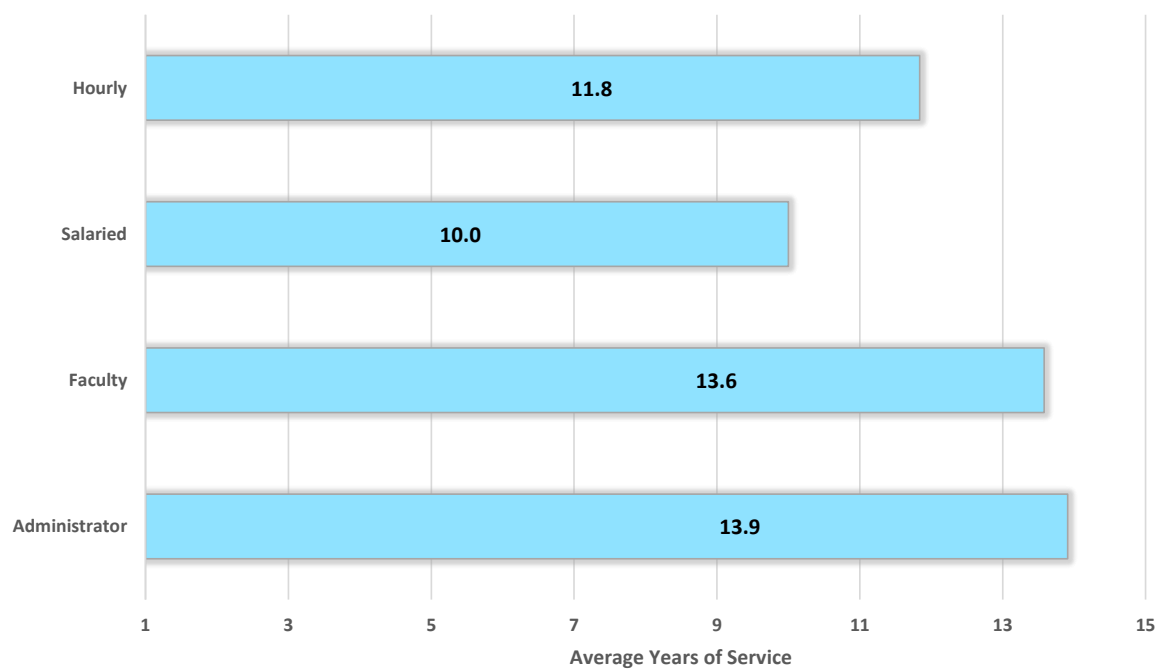
Race and Ethnicity



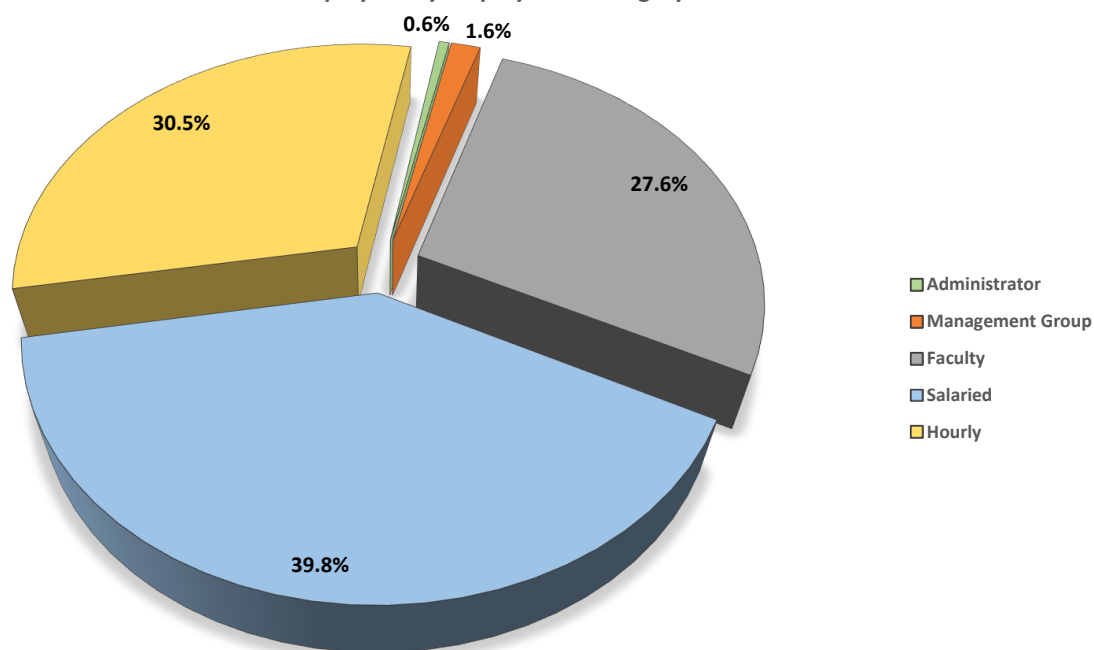
Years of Service by Employment Category



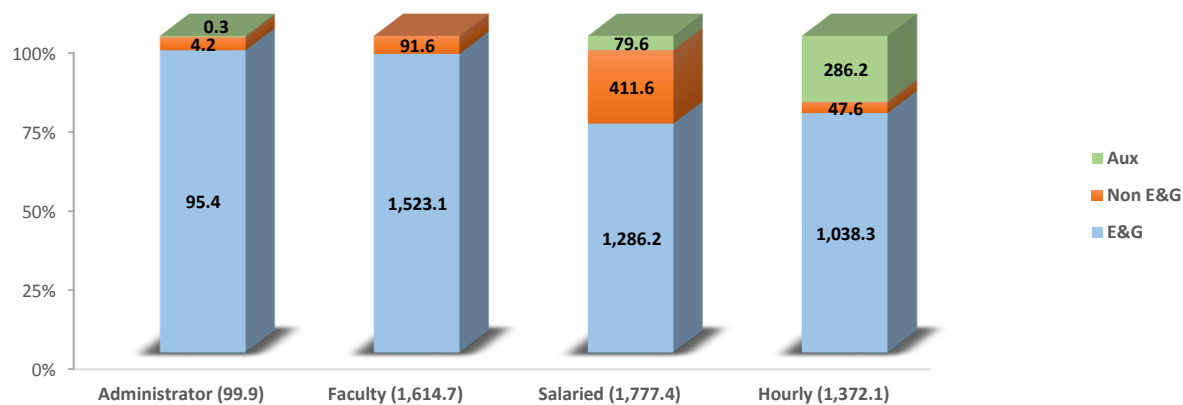
Average Years of Service by Employment Category



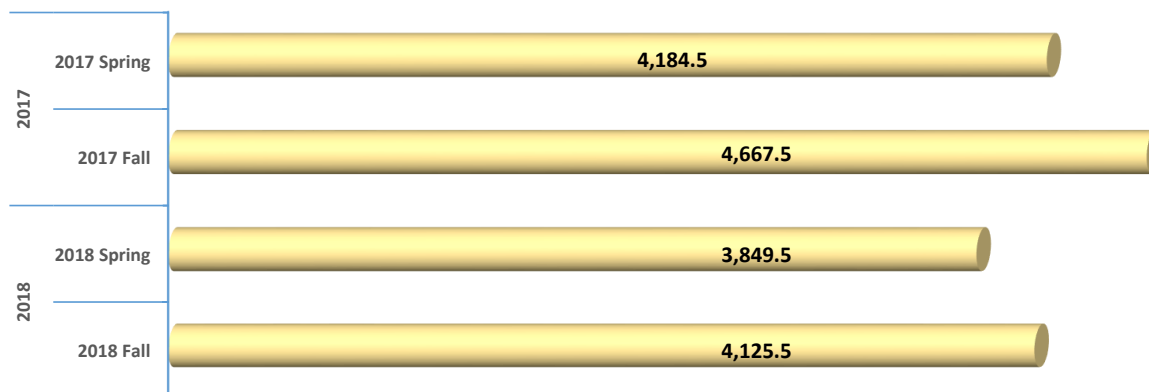
Employees by Employment Category



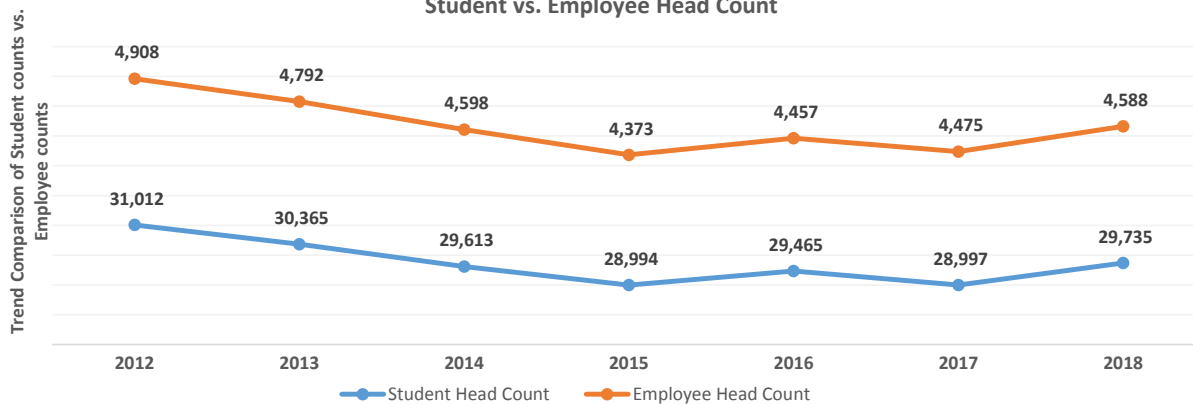
Full Time Equivalent by Funding Source



Part-Time Faculty Association Credit Hours by Semester



Student vs. Employee Head Count



*Student headcount from Fall 2018 UMS Enrollment Report

Counts by Employment Category and Gender

	University of Maine System				University of Maine				University of Maine at Augusta				University of Maine at Farmington				University of Maine at Fort Kent			
	F	M	Count		F	M	Count		F	M	Count		F	M	Count		F	M	Count	
Administrators	45	56	101		10	17	27		6	3	9		4	5	9		1	1	2	
Faculty	594	670	1,264		269	385	654		48	38	86		74	47	121		13	19	32	
Salaried	1,104	720	1,824		420	336	756		79	34	113		56	35	91		20	19	39	
Hourly	765	634	1,399		397	363	760		64	29	93		51	46	97		22	17	39	
Total	2,508	2,080	4,588		1,096	1,101	2,197		197	104	301		185	133	318		56	56	112	
Student Enrollment	29,735			11,404	4,128			2,040	1,794											

	University of Maine at Machias				University of Maine at Presque Isle				University of Southern Maine				University Governance				University Services			
	F	M	Count		F	M	Count		F	M	Count		F	M	Count		F	M	Count	
Administrators	0	1	1		3	3	6		6	11	17		6	9	15		9	6	15	
Faculty	12	16	28		18	20	38		160	145	305		0	0	0		0	0	0	
Salaried	19	7	26		35	19	54		347	115	462		1	1	2		127	154	281	
Hourly	10	7	17		24	19	43		136	124	260		0	0	0		61	29	90	
Total	41	31	72		80	61	141		649	395	1,044		7	10	17		197	189	386	
Student Enrollment	675			1,554	8,140															

* Student Enrollment counts from the University of Maine System - Fall 2018 Enrollment Report, Fall Semester Headcount by Campus.

Average Salary by Employment Category

	University of Maine System		University of Maine		University of Maine at Augusta		University of Maine at Farmington		University of Maine at Fort Kent	
	Count	Avg Salary	Count	Avg Salary	Count	Avg Salary	Count	Avg Salary	Count	Avg Salary
Administrators	101	138,928	27	150,947	9	121,059	9	98,298	2	141,672
Faculty	1,264	78,327	654	85,091	86	66,525	121	63,437	32	61,663
Salaried	1,824	53,033	756	52,718	113	49,038	91	45,051	39	45,451
Hourly	1,399	32,960	760	32,869	93	30,786	97	33,741	39	33,172
Total	4,588	55,772	2,197	56,696	301	50,549	318	50,104	112	47,525

	University of Maine at Machias		University of Maine at Presque Isle		University of Southern Maine		University Governance		University Services	
	Count	Avg Salary	Count	Avg Salary	Count	Avg Salary	Count	Avg Salary	Count	Avg Salary
Administrators	1	140,000	6	98,599	17	143,943	15	170,303	15	131,030
Faculty	28	60,525	38	62,665	305	78,394	0	0	0	0
Salaried	26	38,895	54	43,611	462	53,300	2	73,182	281	61,660
Hourly	17	32,154	43	32,959	260	33,323	0	0	90	34,143
Total	72	47,119	141	47,838	1,044	57,132	17	158,877	386	57,940

Average Age by Employment Category

	University of Maine System		University of Maine		University of Maine at Augusta		University of Maine at Farmington		University of Maine at Fort Kent	
	Count	Avg Age	Count	Avg Age	Count	Avg Age	Count	Avg Age	Count	Avg Age
Administrators	101	55	27	56	9	56	9	55	2	58
Faculty	1,264	52	654	51	86	57	121	52	32	52
Salaried	1,824	46	756	45	113	48	91	44	39	45
Hourly	1,399	51	760	50	93	52	97	52	39	51
Total	4,588	49	2,197	49	301	52	318	50	112	49

	University of Maine at Machias		University of Maine at Presque Isle		University of Southern Maine		University Governance		University Services	
	Count	Avg Age	Count	Avg Age	Count	Avg Age	Count	Avg Age	Count	Avg Age
Administrators	1	65	6	50	17	55	15	54	15	54
Faculty	28	53	38	54	305	53	0	0	0	0
Salaried	26	44	54	46	462	46	2	61	281	48
Hourly	17	54	43	53	260	50	0	0	90	46
Total	72	50	141	50	1,044	49	17	55	386	48

Age by Employment Category*

University of Maine System		Age Group												Total	
		<= 34		35 - 44		45 - 54		55 - 64		65 Plus					
		Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total
Administrators		1	0.0%	7	0.2%	38	0.8%	40	0.9%	15	0.3%	101	2.2%		
Faculty		117	2.6%	273	6.0%	299	6.5%	362	7.9%	213	4.6%	1,264	27.6%		
Salaried		413	9.0%	437	9.5%	426	9.3%	463	10.1%	85	1.9%	1,824	39.8%		
Hourly		203	4.4%	206	4.5%	329	7.2%	542	11.8%	119	2.6%	1,399	30.5%		
Total		734	16.0%	923	20.1%	1,092	23.8%	1,407	30.7%	432	9.4%	4,588	100.0%		
University of Maine		Age Group												Total	
		<= 34		35 - 44		45 - 54		55 - 64		65 Plus					
		Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total
Administrators		0	0.0%	1	0.0%	10	0.5%	14	0.6%	2	0.1%	27	1.2%		
Faculty		83	3.8%	159	7.2%	131	6.0%	178	8.1%	103	4.7%	654	29.8%		
Salaried		214	9.7%	165	7.5%	167	7.6%	179	8.1%	31	1.4%	756	34.4%		
Hourly		103	4.7%	114	5.2%	190	8.6%	297	13.5%	56	2.5%	760	34.6%		
Total		400	18.2%	439	20.0%	498	22.7%	668	30.4%	192	8.7%	2,197	100.0%		
University of Maine at Augusta		Age Group												Total	
		<= 34		35 - 44		45 - 54		55 - 64		65 Plus					
		Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total
Administrators		0	0.0%	1	0.3%	3	1.0%	3	1.0%	2	0.7%	9	3.0%		
Faculty		2	0.7%	13	4.3%	17	5.6%	28	9.3%	26	8.6%	86	28.6%		
Salaried		16	5.3%	27	9.0%	29	9.6%	33	11.0%	8	2.7%	113	37.5%		
Hourly		11	3.7%	12	4.0%	20	6.6%	39	13.0%	11	3.7%	93	30.9%		
Total		29	9.6%	53	17.6%	69	22.9%	103	34.2%	47	15.6%	301	100.0%		
University of Maine at Farmington		Age Group												Total	
		<= 34		35 - 44		45 - 54		55 - 64		65 Plus					
		Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total
Administrators		0	0.0%	1	0.3%	3	0.9%	2	0.6%	3	0.9%	9	2.8%		
Faculty		6	1.9%	28	8.8%	35	11.0%	40	12.6%	12	3.8%	121	38.1%		
Salaried		26	8.2%	19	6.0%	22	6.9%	20	6.3%	4	1.3%	91	28.6%		
Hourly		7	2.2%	13	4.1%	25	7.9%	43	13.5%	9	2.8%	97	30.5%		
Total		39	12.3%	61	19.2%	85	26.7%	105	33.0%	28	8.8%	318	100.0%		
University of Maine at Fort Kent		Age Group												Total	
		<= 34		35 - 44		45 - 54		55 - 64		65 Plus					
		Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total	Count	% of Total
Administrators		0	0.0%	0	0.0%	1	0.9%	0	0.0%	1	0.9%	2	1.8%		
Faculty		2	1.8%	6	5.4%	11	9.8%	6	5.4%	7	6.3%	32	28.6%		
Salaried		9	8.0%	11	9.8%	9	8.0%	7	6.3%	3	2.7%	39	34.8%		
Hourly		5	4.5%	6	5.4%	8	7.1%	17	15.2%	3	2.7%	39	34.8%		
Total		16	14.3%	23	20.5%	29	25.9%	30	26.8%	14	12.5%	112	100.0%		

Age by Employment Category*

University of Maine at Machias	Age Group											
	<= 34			35 - 44			45 - 54			55 - 64		
	Count	% of Total	% of Total	Count	% of Total	% of Total	Count	% of Total	% of Total	Count	% of Total	Total
Administrators	0	0.0%	0.0%	0	0.0%	0.0%	0	0.0%	0.0%	0	0.0%	1
Faculty	1	1.4%	7	9.7%	7	9.7%	7	9.7%	9	12.5%	4	28
Salaried	8	11.1%	6	8.3%	5	6.9%	5	6.9%	5	6.9%	2	26
Hourly	1	1.4%	1	1.4%	5	6.9%	5	6.9%	9	12.5%	1	17
Total	10	13.9%	14	19.4%	17	23.6%	23	31.9%	8	11.1%	72	100.0%
University of Maine at Presque Isle	Age Group											
	<= 34			35 - 44			45 - 54			55 - 64		
	Count	% of Total	% of Total	Count	% of Total	% of Total	Count	% of Total	% of Total	Count	% of Total	Total
Administrators	1	0.7%	1	0.7%	1	0.7%	1	0.7%	3	2.1%	0	6
Faculty	0	0.0%	6	4.3%	16	11.3%	9	6.4%	9	6.4%	7	38
Salaried	10	7.1%	18	12.8%	9	6.4%	12	8.5%	12	8.5%	5	54
Hourly	4	2.8%	3	2.1%	13	9.2%	19	13.5%	4	2.8%	43	30.5%
Total	15	10.6%	28	19.9%	39	27.7%	43	30.5%	16	11.3%	141	100.0%
University of Southern Maine	Age Group											
	<= 34			35 - 44			45 - 54			55 - 64		
	Count	% of Total	% of Total	Count	% of Total	% of Total	Count	% of Total	% of Total	Count	% of Total	Total
Administrators	0	0.0%	0	0.0%	7	0.7%	9	0.9%	1	0.1%	17	1.6%
Faculty	23	2.2%	54	5.2%	82	7.9%	92	8.8%	54	5.2%	305	29.2%
Salaried	96	9.2%	119	11.4%	103	9.9%	121	11.6%	23	2.2%	462	44.3%
Hourly	50	4.8%	34	3.3%	55	5.3%	92	8.8%	29	2.8%	260	24.9%
Total	169	16.2%	207	19.8%	247	23.7%	314	30.1%	107	10.2%	1,044	100.0%
University Governance	Age Group											
	<= 34			35 - 44			45 - 54			55 - 64		
	Count	% of Total	% of Total	Count	% of Total	% of Total	Count	% of Total	% of Total	Count	% of Total	Total
Administrators	0	0.0%	2	11.8%	7	41.2%	3	17.6%	3	17.6%	15	88.2%
Faculty	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Salaried	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	2	11.8%
Hourly	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Total	0	0.0%	2	11.8%	7	41.2%	5	29.4%	3	17.6%	17	100.0%
University Services	Age Group											
	<= 34			35 - 44			45 - 54			55 - 64		
	Count	% of Total	% of Total	Count	% of Total	% of Total	Count	% of Total	% of Total	Count	% of Total	Total
Administrators	0	0.0%	1	0.3%	6	1.6%	6	1.6%	2	0.5%	15	3.9%
Faculty	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Salaried	34	8.8%	72	18.7%	82	21.2%	84	21.8%	9	2.3%	281	72.8%
Hourly	22	5.7%	23	6.0%	13	3.4%	26	6.7%	6	1.6%	90	23.3%
Total	56	14.5%	96	24.9%	101	26.2%	116	30.1%	17	4.4%	386	100.0%

* Note - Due to rounding the % of Total in the Total column may not equal the sum of the percents in each age category.

Highest Degree by Employment Category

University of Maine System	Degree											
	Not Indicated			HS Graduate			Associates			Bachelor's		
	Count	Percent		Count	Percent		Count	Percent		Count	Percent	Total
Administrators	13	0.3%		0	0.0%		2	0.0%		15	0.3%	34
Faculty	57	1.2%		0	0.0%		0	0.0%		44	1.0%	256
Salaried	586	12.8%		53	1.2%		124	2.7%		511	11.1%	469
Hourly	688	15.0%		315	6.9%		178	3.9%		189	4.1%	29
Total	1,344	29.3%		368	8.0%		304	6.6%		759	16.5%	788
University of Maine												
University of Maine	Degree											
	Not Indicated			HS Graduate			Associates			Bachelor's		
	Count	Percent		Count	Percent		Count	Percent		Count	Percent	Total
Administrators	1	0.0%		0	0.0%		0	0.0%		1	0.0%	10
Faculty	34	1.5%		0	0.0%		0	0.0%		27	1.2%	111
Salaried	285	13.0%		28	1.3%		48	2.2%		184	8.4%	171
Hourly	396	18.0%		182	8.3%		95	4.3%		73	3.3%	14
Total	716	32.6%		210	9.6%		143	6.5%		285	13.0%	306
University of Maine at Augusta												
University of Maine at Augusta	Degree											
	Not Indicated			HS Graduate			Associates			Bachelor's		
	Count	Percent		Count	Percent		Count	Percent		Count	Percent	Total
Administrators	0	0.0%		0	0.0%		0	0.0%		0	0.0%	5
Faculty	0	0.0%		0	0.0%		0	0.0%		3	1.0%	36
Salaried	37	12.3%		2	0.7%		9	3.0%		27	9.0%	31
Hourly	70	23.3%		4	1.3%		8	2.7%		11	3.7%	0
Total	107	35.5%		6	2.0%		17	5.6%		41	13.6%	72
University of Maine at Farmington												
University of Maine at Farmington	Degree											
	Not Indicated			HS Graduate			Associates			Bachelor's		
	Count	Percent		Count	Percent		Count	Percent		Count	Percent	Total
Administrators	0	0.0%		0	0.0%		0	0.0%		2	0.6%	4
Faculty	0	0.0%		0	0.0%		0	0.0%		1	0.3%	22
Salaried	12	3.8%		3	0.9%		7	2.2%		32	10.1%	34
Hourly	21	6.6%		42	13.2%		18	5.7%		15	4.7%	1
Total	33	10.4%		45	14.2%		25	7.9%		50	15.7%	61
University of Maine at Fort Kent												
University of Maine at Fort Kent	Degree											
	Not Indicated			HS Graduate			Associates			Bachelor's		
	Count	Percent		Count	Percent		Count	Percent		Count	Percent	Total
Administrators	1	0.9%		0	0.0%		0	0.0%		0	0.0%	0
Faculty	1	0.9%		0	0.0%		0	0.0%		5	4.5%	11
Salaried	9	8.0%		1	0.9%		2	1.8%		13	11.6%	14
Hourly	10	8.9%		13	11.6%		7	6.3%		8	7.1%	1
Total	21	18.8%		14	12.5%		9	8.0%		26	23.2%	26
University of Maine at Farmington												
University of Maine at Farmington	Degree											
	Not Indicated			HS Graduate			Associates			Bachelor's		
	Count	Percent		Count	Percent		Count	Percent		Count	Percent	Total
Administrators	0	0.0%		0	0.0%		0	0.0%		2	0.6%	4
Faculty	0	0.0%		0	0.0%		0	0.0%		1	0.3%	22
Salaried	12	3.8%		3	0.9%		7	2.2%		32	10.1%	34
Hourly	21	6.6%		42	13.2%		18	5.7%		15	4.7%	1
Total	33	10.4%		45	14.2%		25	7.9%		50	15.7%	61
University of Maine at Fort Kent												
University of Maine at Fort Kent	Degree											
	Not Indicated			HS Graduate			Associates			Bachelor's		
	Count	Percent		Count	Percent		Count	Percent		Count	Percent	Total
Administrators	1	0.9%		0	0.0%		0	0.0%		0	0.0%	0
Faculty	1	0.9%		0	0.0%		0	0.0%		5	4.5%	11
Salaried	9	8.0%		1	0.9%		2	1.8%		13	11.6%	14
Hourly	10	8.9%		13	11.6%		7	6.3%		8	7.1%	1
Total	21	18.8%		14	12.5%		9	8.0%		26	23.2%	26

University of Maine at Machias													
				Degree									
Not Indicated		HS Graduate		Associates		Bachelor's		Master's		Doctoral		Total	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	1	1.4%	1	1.4%
2	2.8%	0	0.0%	0	0.0%	1	1.4%	6	8.3%	19	26.4%	28	38.9%
6	8.3%	0	0.0%	2	2.8%	9	12.5%	9	12.5%	0	0.0%	26	36.1%
2	2.8%	8	11.1%	6	8.3%	1	1.4%	0	0.0%	0	0.0%	17	23.6%
10	13.9%	8	11.1%	8	11.1%	11	15.3%	15	20.8%	20	27.8%	72	100.0%
University of Maine at Presque Isle													
				Degree									
Not Indicated		HS Graduate		Associates		Bachelor's		Master's		Doctoral		Total	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
1	0.7%	0	0.0%	0	0.0%	1	0.7%	2	1.4%	2	1.4%	6	4.3%
2	1.4%	0	0.0%	0	0.0%	0	0.0%	18	12.8%	18	12.8%	38	27.0%
14	9.9%	1	0.7%	1	0.7%	18	12.8%	19	13.5%	1	0.7%	54	38.3%
16	11.3%	15	10.6%	8	5.7%	4	2.8%	0	0.0%	0	0.0%	43	30.5%
33	23.4%	16	11.3%	9	6.4%	23	16.3%	39	27.7%	21	14.9%	141	100.0%
University of Southern Maine													
				Degree									
Not Indicated		HS Graduate		Associates		Bachelor's		Master's		Doctoral		Total	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
1	0.1%	0	0.0%	0	0.0%	2	0.2%	7	0.7%	7	0.7%	17	1.6%
18	1.7%	0	0.0%	0	0.0%	7	0.7%	52	5.0%	228	21.8%	305	29.2%
107	10.2%	4	0.4%	16	1.5%	145	13.9%	163	15.6%	27	2.6%	462	44.3%
119	11.4%	39	3.7%	25	2.4%	66	6.3%	11	1.1%	0	0.0%	260	24.9%
245	23.5%	43	4.1%	41	3.9%	220	21.1%	233	22.3%	262	25.1%	1,044	100.0%
University Governance													
				Degree									
Not Indicated		HS Graduate		Associates		Bachelor's		Master's		Doctoral		Total	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
6	35.3%	0	0.0%	1	5.9%	2	11.8%	2	11.8%	4	23.5%	15	88.2%
0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
1	5.9%	0	0.0%	0	0.0%	1	5.9%	0	0.0%	0	0.0%	2	11.8%
0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
7	41.2%	0	0.0%	1	5.9%	3	17.6%	2	11.8%	4	23.5%	17	100.0%
University Services													
				Degree									
Not Indicated		HS Graduate		Associates		Bachelor's		Master's		Doctoral		Total	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
3	0.8%	0	0.0%	1	0.3%	7	1.8%	4	1.0%	0	0.0%	15	3.9%
0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
115	29.8%	14	3.6%	39	10.1%	82	21.2%	28	7.3%	3	0.8%	281	72.8%
54	14.0%	12	3.1%	11	2.8%	11	2.8%	2	0.5%	0	0.0%	90	23.3%
172	44.6%	26	6.7%	51	13.2%	100	25.9%	34	8.8%	3	0.8%	386	100.0%

Race and Ethnicity by Employment Category

	University of Maine System					University of Maine					University of Maine at Augusta					University of Maine at Farmington					University of Maine at Fort Kent				
	Minority %	Non Minority %	Not Specified %	Total %		Minority %	Non Minority %	Not Specified %	Total %		Minority %	Non Minority %	Not Specified %	Total %		Minority %	Non Minority %	Not Specified %	Total %		Minority %	Non Minority %	Not Specified %	Total %	
Administrators	0.0%	1.9%	0.2%	2.2%		0.0%	1.1%	0.1%	1.2%		0.0%	3.0%	0.0%	3.0%		0.0%	2.8%	0.0%	2.8%		0.0%	1.8%	0.0%	1.8%	
Faculty	1.7%	23.6%	2.2%	27.6%		2.0%	24.6%	3.2%	29.8%		0.3%	26.9%	1.3%	28.6%		1.6%	36.2%	0.3%	38.1%		2.7%	25.9%	0.0%	28.6%	
Salaried	1.4%	35.2%	3.1%	39.8%		1.4%	29.0%	4.0%	34.4%		0.3%	35.5%	1.7%	37.5%		0.6%	28.0%	0.0%	28.6%		0.9%	25.9%	8.0%	34.8%	
Hourly	1.3%	25.9%	3.4%	30.5%		1.1%	28.4%	5.1%	34.6%		0.3%	28.2%	2.3%	30.9%		0.3%	30.2%	0.0%	30.5%		0.9%	30.4%	3.6%	34.8%	
Total	4.4%	86.6%	9.0%	100.0%		4.5%	83.1%	12.4%	100.0%		1.0%	93.7%	5.3%	100.0%		2.5%	97.2%	0.3%	100.0%		4.5%	83.9%	11.6%	100.0%	

	University of Maine at Machias					University of Maine at Presque Isle					University of Southern Maine					University Governance					University Services				
	Minority %	Non Minority %	Not Specified %	Total %		Minority %	Non Minority %	Not Specified %	Total %		Minority %	Non Minority %	Not Specified %	Total %		Minority %	Non Minority %	Not Specified %	Total %		Minority %	Non Minority %	Not Specified %	Total %	
Administrators	0.0%	1.4%	0.0%	1.4%		0.0%	4.3%	0.0%	4.3%		0.1%	1.3%	0.2%	1.6%		5.9%	58.8%	23.5%	88.2%		0.0%	3.4%	0.5%	3.9%	
Faculty	0.0%	37.5%	1.4%	38.9%		2.8%	24.1%	0.0%	27.0%		2.3%	24.4%	2.5%	29.2%		0.0%	0.0%	0.0%	0.0%		0.0%	0.0%	0.0%	0.0%	
Salaried	0.0%	29.2%	6.9%	36.1%		0.7%	34.0%	3.5%	38.3%		2.2%	40.0%	2.0%	44.3%		0.0%	5.9%	5.9%	11.8%		1.3%	68.7%	2.8%	72.8%	
Hourly	0.0%	20.8%	2.8%	23.6%		0.7%	27.0%	2.8%	30.5%		2.1%	21.5%	1.3%	24.9%		0.0%	0.0%	0.0%	0.0%		1.8%	18.4%	3.1%	23.3%	
Total	0.0%	88.9%	11.1%	100.0%		4.3%	89.4%	6.4%	100.0%		6.7%	87.3%	6.0%	100.0%		5.9%	64.7%	29.4%	100.0%		3.1%	90.4%	6.5%	100.0%	

Years of Service by Employment Category

University of Maine System		Years of Service					
		< 5 Years Svc Count	5 - 14 Yrs Count	15 - 24 Yrs Count	25 Plus Yrs Count	Total Count	
Administrators		34	20	26	21	101	
Faculty		402	329	283	250	1,264	
Salaried		790	520	307	207	1,824	
Hourly		494	430	271	204	1,399	
Total		1,720	1,299	887	682	4,588	
University of Maine		Years of Service					
		< 5 Years Svc Count	5 - 14 Yrs Count	15 - 24 Yrs Count	25 Plus Yrs Count	Total Count	
Administrators		7	7	5	8	27	
Faculty		214	158	137	145	654	
Salaried		339	200	125	92	756	
Hourly		244	239	159	118	760	
Total		804	604	426	363	2,197	
University of Maine at Augusta		Years of Service					
		< 5 Years Svc Count	5 - 14 Yrs Count	15 - 24 Yrs Count	25 Plus Yrs Count	Total Count	
Administrators		2	1	3	3	9	
Faculty		21	23	16	26	86	
Salaried		46	33	20	14	113	
Hourly		36	32	17	8	93	
Total		105	89	56	51	301	
University of Maine at Farmington		Years of Service					
		< 5 Years Svc Count	5 - 14 Yrs Count	15 - 24 Yrs Count	25 Plus Yrs Count	Total Count	
Administrators		1	2	3	3	9	
Faculty		31	41	30	19	121	
Salaried		37	36	7	11	91	
Hourly		25	30	21	21	97	
Total		94	109	61	54	318	
University of Maine at Fort Kent		Years of Service					
		< 5 Years Svc Count	5 - 14 Yrs Count	15 - 24 Yrs Count	25 Plus Yrs Count	Total Count	
Administrators		1	0	1	0	2	
Faculty		8	13	8	3	32	
Salaried		19	11	7	2	39	
Hourly		13	12	6	8	39	
Total		41	36	22	13	112	

Years of Service by Employment Category

University of Maine at Machias	Years of Service					Total
	< 5 Years Svc Count	5 - 14 Yrs Count	15 - 24 Yrs Count	25 Plus Yrs Count	Total Count	
Administrators	1	0	0	0	0	1
Faculty	7	9	6	6	6	28
Salaried	17	6	0	3	3	26
Hourly	5	5	5	2	2	17
Total	30	20	11	11	11	72

University of Maine at Presque Isle	Years of Service					Total
	< 5 Years Svc Count	5 - 14 Yrs Count	15 - 24 Yrs Count	25 Plus Yrs Count	Total Count	
Administrators	1	1	3	1	1	6
Faculty	10	11	13	4	4	38
Salaried	24	24	3	3	3	54
Hourly	16	13	9	5	5	43
Total	51	49	28	13	13	141

University of Southern Maine	Years of Service					Total
	< 5 Years Svc Count	5 - 14 Yrs Count	15 - 24 Yrs Count	25 Plus Yrs Count	Total Count	
Administrators	6	4	5	2	2	17
Faculty	111	74	73	47	47	305
Salaried	209	130	80	43	43	462
Hourly	109	69	45	37	37	260
Total	435	277	203	129	129	1,044

University Governance	Years of Service					Total
	< 5 Years Svc Count	5 - 14 Yrs Count	15 - 24 Yrs Count	25 Plus Yrs Count	Total Count	
Administrators	7	4	3	1	1	15
Faculty	0	0	0	0	0	0
Salaried	1	0	0	1	1	2
Hourly	0	0	0	0	0	0
Total	8	4	3	2	2	17

University Services	Years of Service					Total
	< 5 Years Svc Count	5 - 14 Yrs Count	15 - 24 Yrs Count	25 Plus Yrs Count	Total Count	
Administrators	8	1	3	3	3	15
Faculty	0	0	0	0	0	0
Salaried	98	80	65	38	38	281
Hourly	46	30	9	5	5	90
Total	152	111	77	46	46	386

Average Years of Service by Employment Category

	University of Maine System	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	University Governance	University Services
Administrators	13.9	15.4	17.7	20.6	10.5	0.0	16.5	11.3	8.7	13.5
Faculty	13.6	14.0	16.6	13.3	11.7	14.5	12.8	12.3	0.0	0.0
Salaried	10.0	10.1	10.5	9.6	7.9	6.4	7.4	9.4	16.5	11.8
Hourly	11.8	12.7	9.3	14.4	13.4	11.9	11.1	10.8	0.0	7.3
Average Yrs Srvc	11.6	12.2	12.1	12.8	11.0	10.8	10.4	10.6	9.6	10.8

Count of Employment Category with Management Group

	University of Maine System	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	University Governance	University Services
Administrators	26	9	1	4	-	-	1	8	-	3
Management Grp	75	18	8	5	2	1	5	9	15	12
Faculty	1,264	654	86	121	32	28	38	305	-	-
Salaried	1,824	756	113	91	39	26	54	462	2	281
Hourly	1,399	760	93	97	39	17	43	260	-	90
Total	4,588	2,197	301	318	112	72	141	1,044	17	386

Full Time Equivalent by Funding Source

	University of Maine System				University of Maine				University of Maine at Augusta				University of Maine at Farmington				University of Maine at Fort Kent			
	E&G	Non E&G	Aux	Total	E&G	Non E&G	Aux	Total	E&G	Non E&G	Aux	Total	E&G	Non E&G	Aux	Total	E&G	Non E&G	Aux	Total
Administrators	95.4	4.2	0.3	99.9	25.0	2.0	0.0	27.0	8.1	1.0	0.0	9.0	8.6	0.0	0.0	8.6	2.0	0.0	0.0	2.0
Faculty	1,523.1	91.6	0.0	1,614.7	701.9	77.4	0.0	779.3	133.9	0.6	0.0	134.5	134.5	2.4	0.0	136.9	59.5	1.0	0.0	60.5
Salaried	1,039.8	47.6	286.2	1,373.6	500.7	22.9	220.4	744.0	83.4	4.0	2.3	89.7	67.0	1.3	25.4	93.6	31.3	2.0	5.0	38.3
Hourly	1,284.7	411.6	79.6	1,775.9	488.2	195.6	58.7	742.5	81.2	24.4	2.0	107.6	74.7	8.7	5.0	88.4	36.2	2.5	1.5	40.2
Total	3,943.0	555.0	366.1	4,864.0	1,715.9	297.8	279.1	2,292.8	306.7	29.9	4.3	340.8	284.7	12.4	30.4	327.4	129.0	5.5	6.5	141.0

	University of Maine at Machias				University of Maine at Presque Isle				University of Southern Maine				University Governance				University Services			
	E&G	Non E&G	Aux	Total	E&G	Non E&G	Aux	Total	E&G	Non E&G	Aux	Total	E&G	Non E&G	Aux	Total	E&G	Non E&G	Aux	Total
Administrators	1.0	0.0	0.0	1.0	6.0	0.0	0.0	6.0	15.4	1.3	0.3	17.0	14.3	0.0	0.0	14.3	15.0	0.0	0.0	15.0
Faculty	34.6	0.0	0.0	34.6	54.3	0.2	0.0	54.5	404.4	10.0	0.0	414.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Salaried	13.0	0.0	4.1	17.1	37.0	2.0	3.5	42.5	216.7	13.2	25.6	255.4	1.5	0.0	0.0	1.5	89.2	2.3	0.0	1,372.1
Hourly	21.8	1.0	1.0	23.8	36.4	12.0	1.4	49.8	276.3	157.6	10.0	443.9	0.0	0.0	0.0	0.0	269.9	9.9	0.0	1,775.9
Total	70.5	1.0	5.1	76.6	133.7	14.2	4.9	152.8	912.7	182.0	35.9	1,130.6	15.8	0.0	0.0	15.8	374.1	12.2	0.0	4,848.2

Part-Time Faculty by University

	University of Maine System			University of Maine			University of Maine at Augusta			University of Maine at Farmington			University of Maine at Fort Kent		
	Count	Credit Hrs	Courses Taught	Count	Credit Hrs	Courses Taught	Count	Credit Hrs	Courses Taught	Count	Credit Hrs	Courses Taught	Count	Credit Hrs	Courses Taught
Spring 2017	814	4,184.5	1,487	210	1,116.0	404	147	724.0	250	44	345.0	89	32	157.0	61
Fall 2017	867	4,667.5	1,635	216	1,117.0	412	148	769.0	258	45	338.0	90	47	380.0	105
Spring 2018	858	3,849.5	1,362	205	899.0	338	152	767.0	257	50	274.0	79	42	281.0	80
Fall 2018	883	4,125.5	1,429	215	1,004.0	357	140	671.0	225	46	252.0	72	52	375.0	100

	University of Maine at Machias			University of Maine at Presque Isle			University of Southern Maine		
	Count	Credit Hrs	Courses Taught	Count	Credit Hrs	Courses Taught	Count	Credit Hrs	Courses Taught
Spring 2017	44	184.5	69	40	234.0	80	308	1,424.0	534
Fall 2017	36	157.0	61	42	248.0	85	346	1,658.5	624
Spring 2018	35	130.5	52	39	182.0	59	346	1,316.0	497
Fall 2018	35	129.0	51	44	222.0	73	363	1,472.5	551



TURNOVER ANALYSIS

SEPARATIONS, RETENTION, AND HIRING STATISTICS

FOR
REGULAR EMPLOYEES

October 31, 2017 - October 31, 2018

April 1, 2019
UMS Office of Human Resources

Table of Contents

	Page
Methodology	3
Turnover Highlights	4
 Separations and Hiring by University	
Regular Employees - Average Headcount and Percent By Campus	6
Separations by Reason - Count	7
Separations by Reason - Percent	8
Separation Rate - Resignations and Total Separations as Percent	9
Separation by Type as a Percentage of Average Population	9
Average Years of Service Prior to Separation	9
Comparison Trend line between Bureau of Labor Statics and UMS	9
Retention by University as Percent of Campus Population	11
New Hires and Rehires by Number and Percent of Campus Population	11
New Hires and Rehires by University	11
Internal Hires and Transfers by University	11
 Separations and Hiring by Bargaining Unit	
Regular Employees - Average Headcount and Percent by Bargaining Unit	12
Separations by Reason by Bargaining Unit - Count	13
Separation Rate - Resignations and Total Separations Graph	14
Average Years of Service by Separation Reason by Bargaining Unit	14
Separations by Bargaining Unit as Percentage of Total Separations	15
Retention by Bargaining Unit by Number and Percent	16
New Hires and Rehires by Percent of Bargaining Unit Population	16
Internal Hires and Transfers by University	16

Methodology

This report includes only regular staff and primary position records for employees in an active, leave with pay or leave without pay status. Regular staff in the Part-Time Faculty bargaining unit are included; temporary staff in the Part-Time Faculty unit are excluded.

The report covers the period from October 31, 2017 through October 31, 2018.

The population is determined by averaging the number of staff active, on leave, or on leave without pay on October 31, 2017 and October 31, 2018.

Resignations, voluntary retirements, failure to return from leave, death, and disability are considered voluntary separations. All other separation reasons are considered involuntary separations. Separations due to death or disability were included with involuntary terminations in reports prior to 2014.

New hires are hired from outside the University and do not include staff who are already employees. The new hire and rehire statistics do not include employees who have taken a secondary job or transferred within the University System. Rehires include employees moving from temporary to regular positions and/or have had a separation from the University of Maine System. Internal hires and transfers are isolated and included for reference.

Key to bargaining groups:

AFUM - Associated Faculties of the Universities of Maine, MEA/NEA

UMPSA - Universities of Maine Professional Staff Association, MEA/NEA

COLT - Associated C.O.L.T. (Clerical, Office, Laboratory and Technical) Staff of the Universities of Maine, MEA/NEA

Service & Maintenance - Teamsters Union Local #340

University Supervisors

Police - Teamsters Union Local #340

Non-Represented Hourly

Non-Represented Salaried

Non-Represented Faculty - Includes Law Faculty, Chairs at some Universities

PATFA - Part-Time Faculty Association, MFT/AFT, AFL-CIO

Turnover Highlights

- From October 31, 2017 through October 31, 2018 the number of employee separations for all reasons was 10.3% of the average population of regular employees. Of this, voluntary resignations made up 5.8%, and retirements accounted for 2.6%. The remaining 1.9% involuntary separations resulted from end of term appointments, layoff, and termination.
- The turnover rate reported for all education services by the Bureau of Labor Statistics shows an increasing trend of total annual separations levels. The University of Maine System separations has been trending downward since peaking in 2015.
- The number of separations due to position elimination/staff reduction is 3. This is 8 less than last year for the same period.
- The rate of voluntary separations as a percent of the total University of Maine System population is 6.0%.
- 83.8% of the 469 total separations are due to voluntary resignations and retirements. Retirements alone account for 25.2% of the 469 total separations.
- Separation rates vary among universities from a high of 13.3% for University of Maine Machais to 7.3% at the University of Maine Presque Isle.
- The average years of service for resignation is 4.6 years, 25.3 years for voluntary retirements, and 2.4 years for involuntary separations.
- The average years of service for voluntary separations in the UMPSA unit is 3.7 years, and in the COLT unit 3.7 years. The average years of service for retirements in the UMPSA unit is 22.4 years, and in the COLT unit, 26.0 years.
- The percent of separations for the represented and non-represented as a percentage of the bargaining unit vary with a high of 38.0% in the PATFA unit to 0% in the Law Faculty unit. Separation rates in other represented bargaining units are: AFUM - 7.1%, UMPSA - 10.7%, COLT - 11.8%, S&M - 12.0%, University Supervisors - 7.3%, Police - 8.9%, NR Hrly - 1.7%, NR Sal - 13.4%, NR Fac - 7.1%.

- The UMPSA bargaining unit is 32.2% of the population and accounts for 33.5% of the separations; 82.8% of UMPSA separations are voluntary resignations.
- The percent of new hires/rehires at Universities as a percent of Campus population varies among the campuses with a high of 14.9% at University of Maine at Fort Kent to 6.7% at University of Maine Machias.
- The percent of new hires/rehires in represented and non-represented units vary from a high of 23.8% in NonRep Hourly to a low of 0% in the Law Faculty and PATFA units.
- Retention of employees at all Universities is 89.6%, the lowest retention rate among bargaining groups is PATFA at 61.1%.

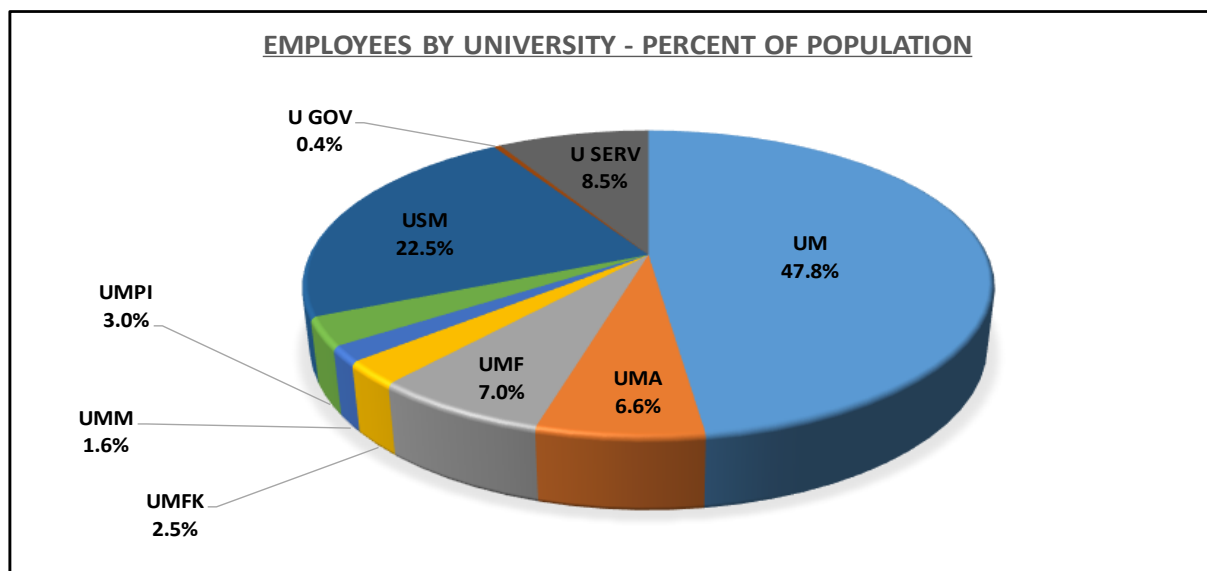
Average Headcount - Regular Staff by University

UM	UMA	UMF	UMFK	UMM	UMPI	USM	U GOV	U SERV	TOTAL
Num	Num	Num	Num	Num	Num	Num	Num	Num	Num
2,179	303	320	114	75	138	1,026	17	388	4,558

Headcount is an average of the number of regular staff on October 31, 2017 and October 31, 2018.

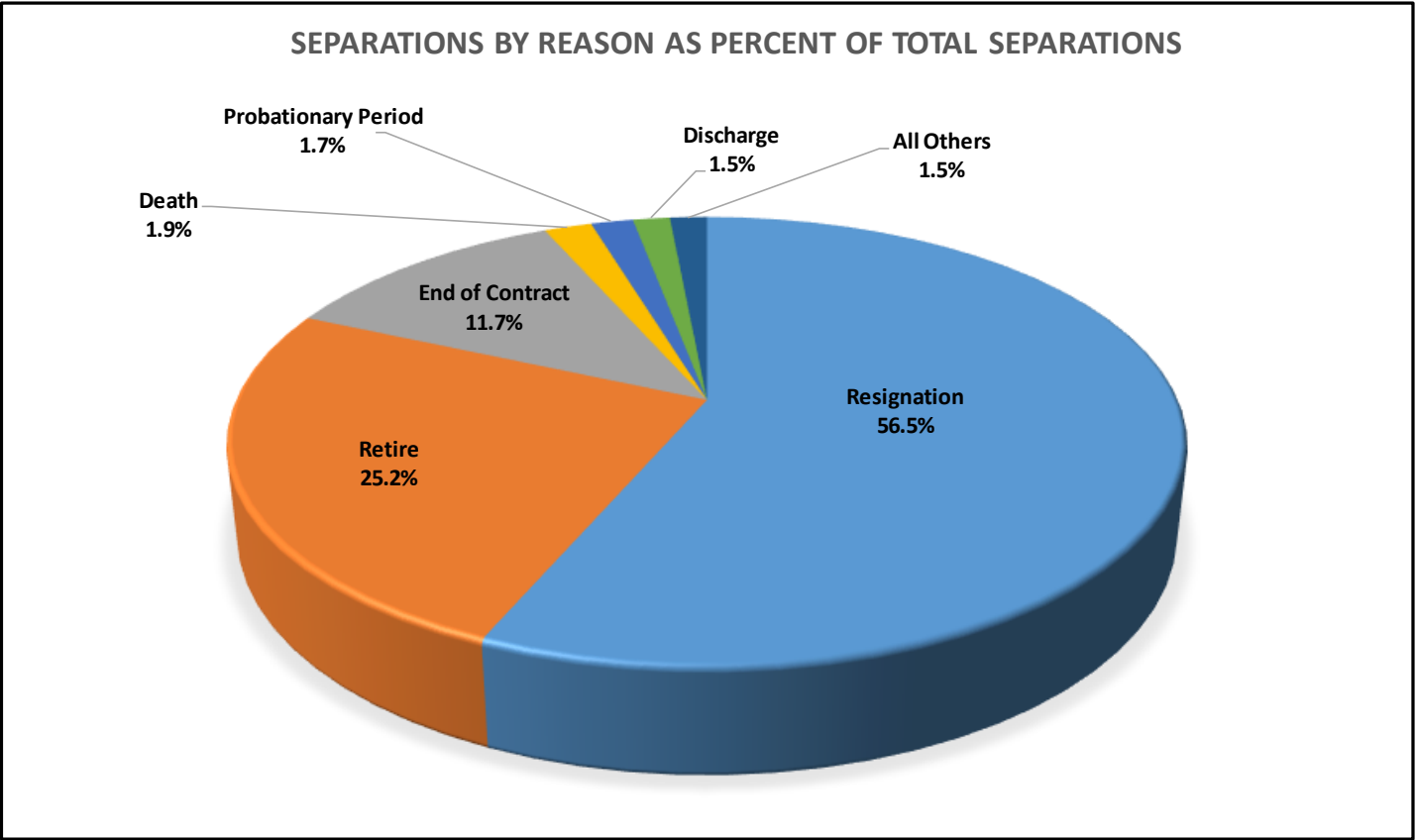
Turnover Formula

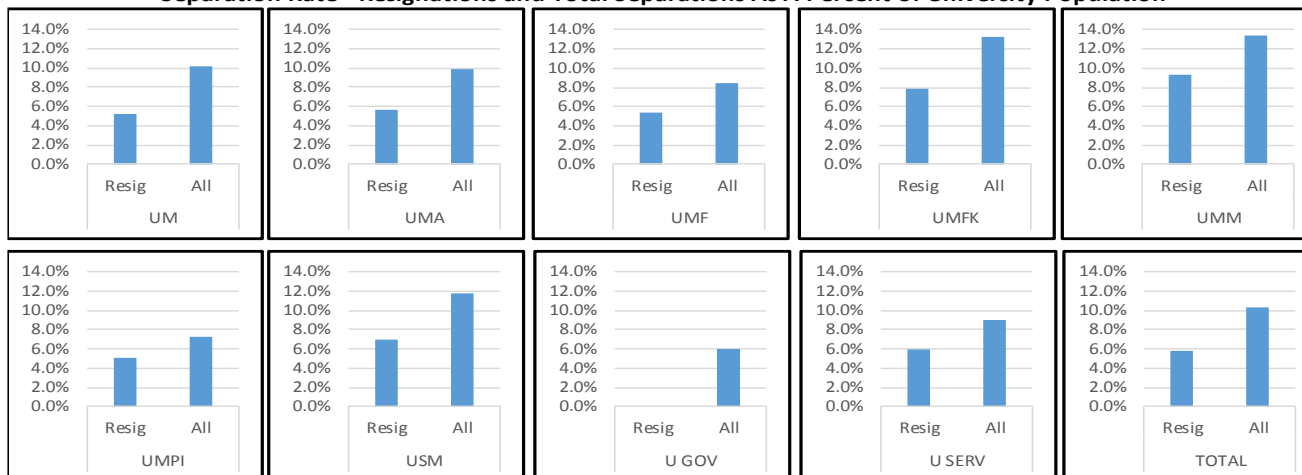
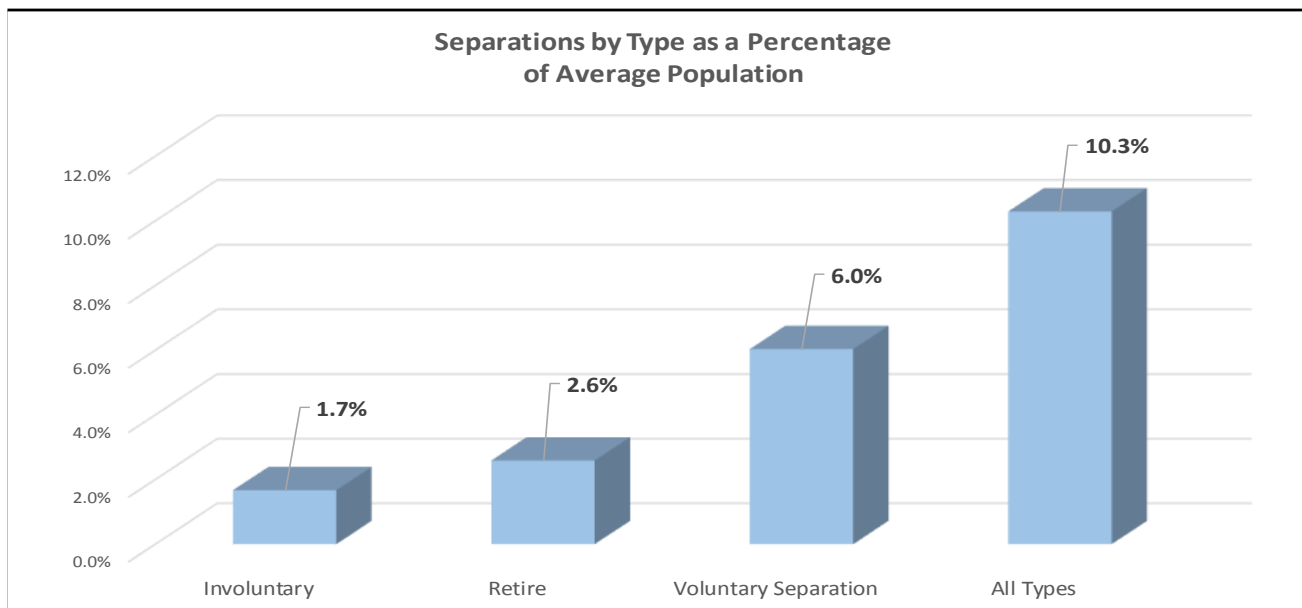
$$\frac{\text{\# of separations}}{\text{average employee population}} \times 100 = \frac{469}{4558} = 10.3\%$$



**Separations by Reason
by University**

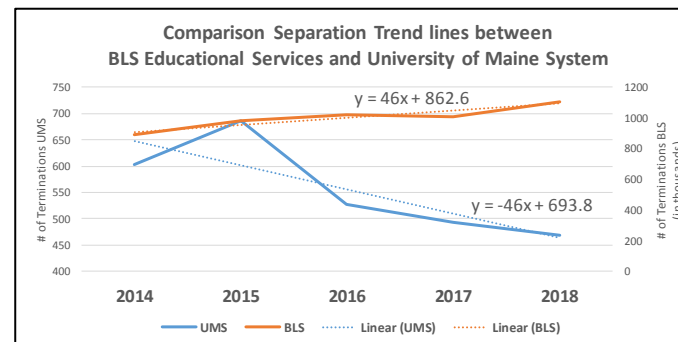
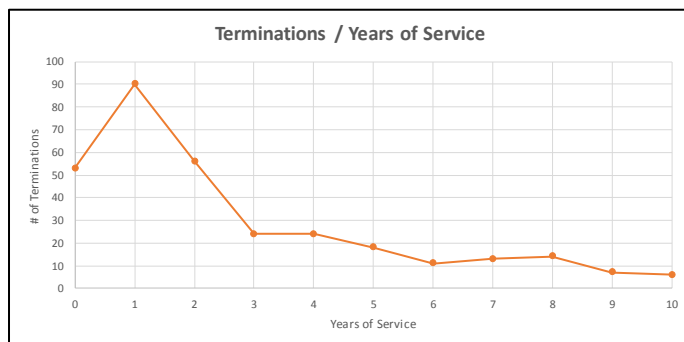
	Death	Discharge	End of Appointment / Contract	Failure to Return from Leave	Non-Reappointment	Probationary Period	Resignation	Retire	Soft Money Discontinuance	Staff Reduction / Position Elimination	Total
UM	4	3	35			4	114	56	2	2	220
UMA	4			1		2	17	6			30
UMF	1	1	3			1	17	4			27
UMFK			3				9	3			15
UMM			3				7				10
UMPI							7	3			10
USM		3	10		1		71	35		1	121
U GOV			1								1
U SERV						1	23	11			35
TOTAL	9	7	55	1	1	8	265	118	2	3	469



Separation Rate - Resignations and Total Separations As A Percent of University Population**Separations by Type as a Percentage of Average Population**

**Average Years Service Prior to Separation
by University**

	UM	UMA	UMF	UMFK	UMM	UMPI	USM	U GOV	U SERV	Total
	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs
Involuntary Separation	2.4	0.3	2.3	2.8	1.3		2.9	0.2	0.5	2.4
Retirement	26.3	31.0	20.3	31.8		24.8	22.7		25.2	25.3
Voluntary Separation	4.3	7.6	4.0	5.1	1.4	3.3	4.4		5.1	4.6
Total	9.5	11.8	6.1	10.0	1.4	9.8	9.5	0.2	11.3	9.4



$$\text{Retention} = \frac{\text{final \# of employees}}{\text{initial \# of employees}} \times 100$$

**Retention by University
as Percent of Campus Population**

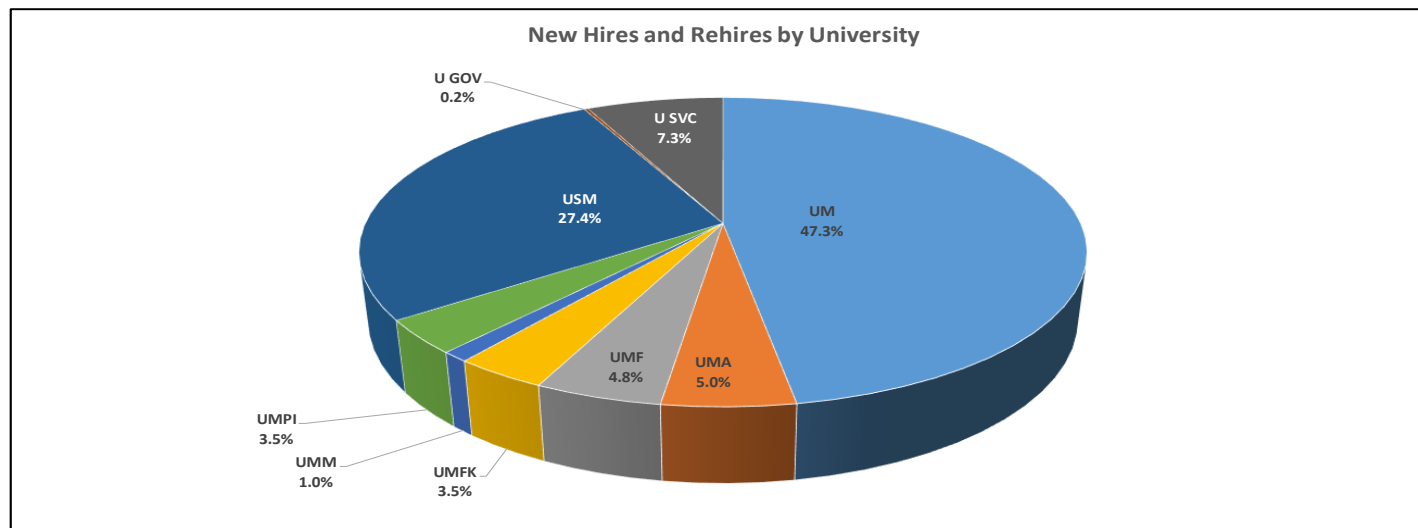
UM		UMA		UMF		UMFK		UMM		UMPI		USM		U GOV		U SERV		TOTAL	
Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%
1,927	88.4%	270	90.0%	294	91.6%	96	86.5%	67	87.0%	124	92.5%	881	87.9%	15	93.8%	353	91.0%	4,027	89.6%

**New Hires and Rehires
by Number and Percent of Campus Population**

UM		UMA		UMF		UMFK		UMM		UMPI		USM		U GOV		U SERV		Total	
Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%
228	10.5%	24	7.9%	23	7.2%	17	14.9%	5	6.7%	17	12.3%	132	12.9%	1	5.9%	35	9.0%	482	10.6%

**New Appointments and Transfers
by Number and Percent of Campus Population**

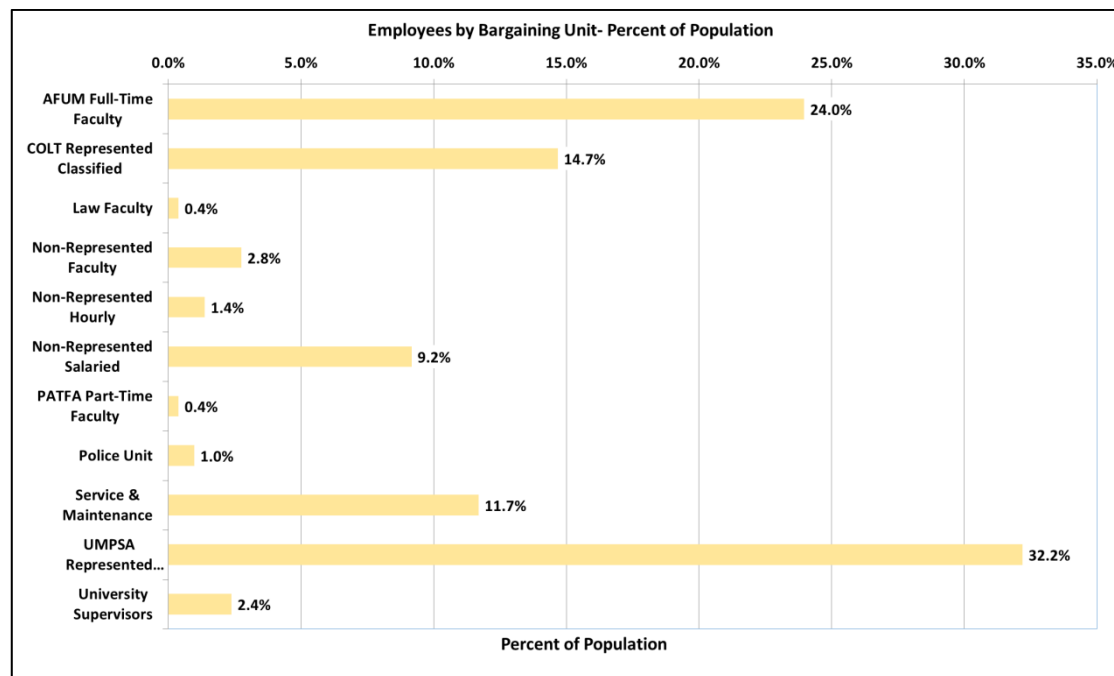
UM		UMA		UMF		UMFK		UMM		UMPI		USM		U GOV		U SERV		Total	
Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%
31	1.4%	8	2.6%	1	0.3%	3	2.6%	1	1.3%	2	1.4%	29	2.8%	0	0.0%	2	0.5%	77	1.7%



**Average Headcount - Regular Staff
By Bargaining Unit**

AFUM	UMPSA	COLT	Serv & Maint	University Superv	Police	NonRep Hourly	NonRep Salaried	NonRep Faculty	Law Faculty	PATFA	Total
Num	Num	Num	Num	Num	Num	Num	Num	Num	Num	Num	Num
1,092	1,467	669	533	109	45	63	418	126	18	18	4,558

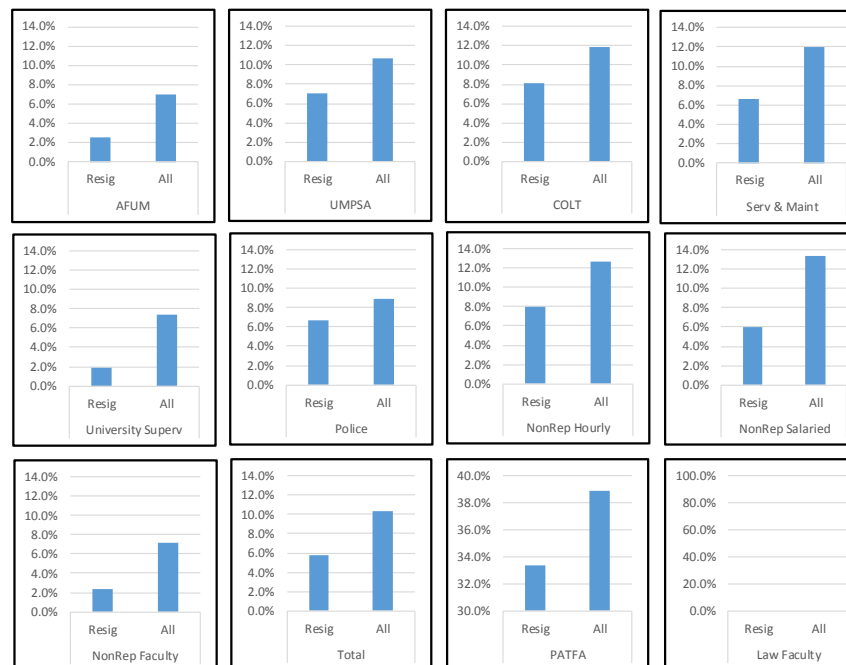
Headcount is an average of the number of regular staff on October 31, 2017 and October 31, 2018.



**Separations by Reason
By Bargaining Unit**

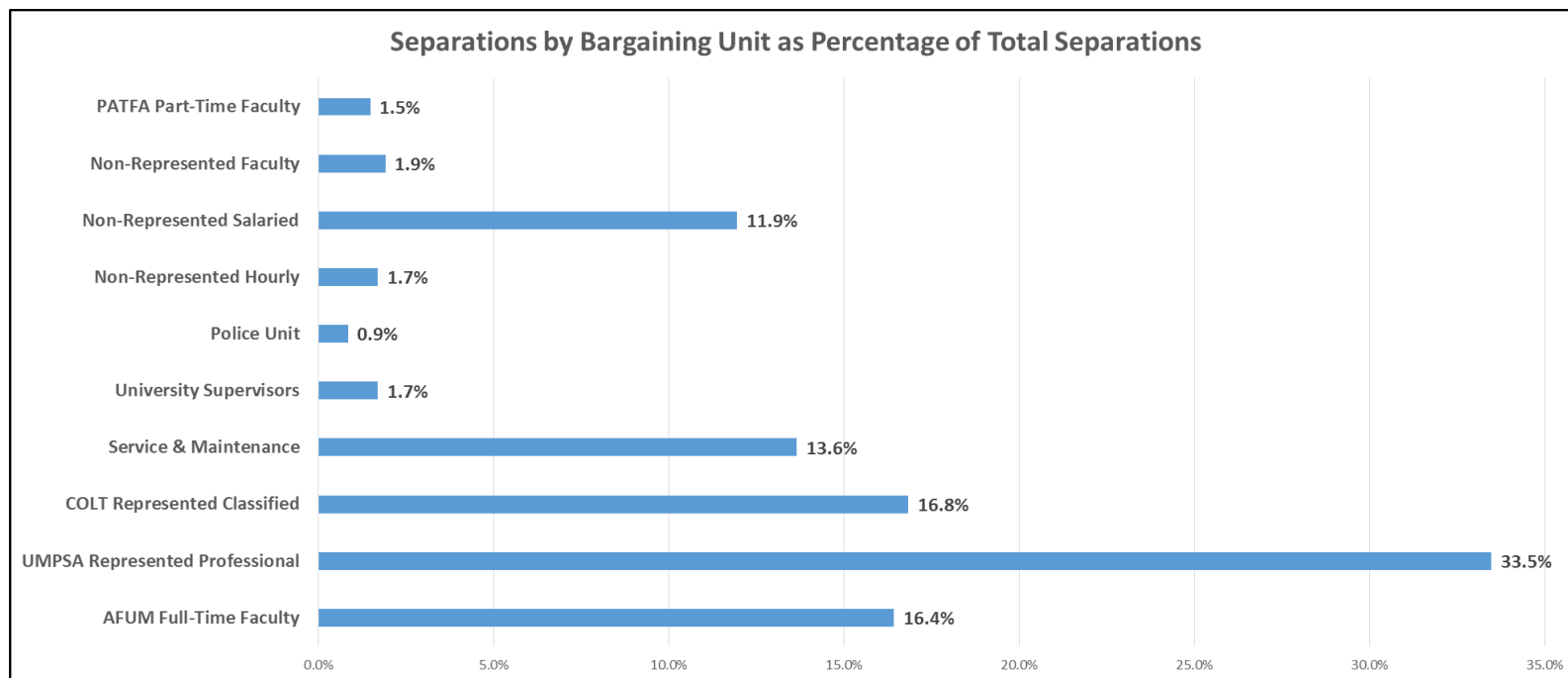
	Death	Discharge	End of Appointment / Contract	Failure to Return from Leave	Non-Reappointment	Partial/Total Disability	Probationary Period	Resignation	Retirement	Soft Money Discontinuance	Staff Reduction	Total
AFUM	2		14		1			28	32			77
UMPSA			20				3	104	26	2	2	157
COLT	2	1	5	1				54	15		1	79
Service & Maint	3	5	3				4	35	14			64
University	1							2	5			8
Police			1					3				4
Non-Rep Hourly			2					5	1			8
Non-Rep Salaried	1	1	5				1	25	23			56
Non-Rep Faculty			4					3	2			9
PATFA			1					6				7
Law Faculty												0
Total	9	7	55	1	1	0	8	265	118	2	3	469

**Separation Rate - Resignations and Total Separations
As Percent of Average Bargaining Unit Population**



**Average Years of Service by Separation Reason
by Bargaining Unit**

	AFUM	UMPSA	COLT	Serv & Maint	University Superv	Police	NonRep Hourly	NonRep Salaried	NonRep Faculty	PATFA	Law Faculty
	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs
Involuntary	3.4	2.5	2.3	2.8	0.0	0.3	0.0	0.6	2.3	0.3	0.0
Retire	27.9	22.4	26.0	22.0	35.8	0.0	43.4	22.8	29.4	0.0	0.0
Voluntary	5.6	3.7	3.7	5.5	5.8	4.6	6.1	7.2	1.7	6.0	0.0



**Retention by Bargaining Unit
by Number and Percent**

AFUM		UMPSA		COLT		Serv & Maint		University Superv		Police		NonRep Hourly		NonRep Salaried		NonRep Faculty		Law Faculty		PATFA		Total	
Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT
1,015	92.9%	1,310	89.3%	590	88.2%	469	88.0%	101	92.7%	41	91.1%	55	87.3%	362	86.6%	117	92.9%	18	100.0%	11	61.1%	4089	89.6%

**New Hires and Rehires
by Number and Percent of Bargaining Unit Population**

AFUM		UMPSA		COLT		Serv & Maint		University Superv		Police		NonRep Hourly		NonRep Salaried		NonRep Faculty		Law Faculty		PATFA		Total	
Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT
70	6.4%	200	13.6%	87	13.0%	60	11.3%	4	3.7%	4	8.9%	15	23.8%	31	7.4%	11	8.7%	0	0.0%	0	0.0%	482	10.6%

**New Appointments and Transfers
by Number and Percent of Bargaining Unit Population**

AFUM		UMPSA		COLT		Serv & Maint		University Superv		Police		NonRep Hourly		NonRep Salaried		NonRep Faculty		Law Faculty		PATFA		Total	
Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT	Num	PCT
46	4.2%	20	1.4%	4	0.6%	4	0.8%	0	0.0%	0	0.0%	1	1.6%	2	0.5%	0	0.0%	0	0.0%	0	0.0%	77	1.7%