

University of Maine System
Board of Trustees Meeting

Zoom Meeting
May 3, 2021

Human Resources & Labor Relations Committee Meeting

Present: **Committee Members:** Sven Bartholomew, Chair; James Erwin, Mark Gardner, Trish Riley, and Michael Michaud. **Other Trustees:** Irene Neal. **Chancellor:** Dannel Malloy. **Presidents:** Joan Ferrini-Mundy, Deborah Hedeem and Rebecca Wyke. **Staff:** Carol Corcoran, Ellen Doughty, Carolyn Dorsey, Ryan Low, Robert Placido, Laurel Hyle and James Thelen. **Others:** Susan Cameron and Rachel Piper.

Absent: None.

Trustee Bartholomew, Chair, welcomed everyone and called the meeting to order. The Clerk performed a roll call of the Committee members present.

Executive Session

On a motion by Trustee Michaud, which was seconded by Trustee Riley, and approved by a roll call vote of all Trustees present, the Human Resources & Labor Relations Committee agreed to go into Executive Session under the provisions of:

- 1 MRSA Section 405 6-A to discuss the evaluation of personnel and the consideration and discussion of appointments, evaluations, employment and duties.
- 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 Erwin, which was seconded by Trustee Gardner, and approved by a roll call vote of all Trustees present, the Human Resources & Labor Relations Committee concluded the Executive Session.

Following the Executive Session, Trustee Bartholomew, Chair, reconvened the public meeting and welcomed everyone. A roll call was taken of the Trustee Committee members present.

Workforce Profile Report, 2020

Chief Human Resources Officer (CHRO) Carol Corcoran provided a brief overview of the Workforce Profile Report for 2020. The UMS workforce has not changed significantly in the past year. In the Management Group women make up a slight majority at 51.4% of the cohort. 49% of the administrators are women. The average age by employee category is: administrators average age is 55, faculty 52, salaried 46, and hourly employees average age is 51. These averages have held steady with little variation over the past few years. A significant proportion of administrators (52%) are 55 or older. Almost half of the faculty (45.2%) and hourly (48.9%) are 55 or older while a slight majority is under that range. Because almost half of the faculty are over the age of 55, this will be an area of focus for the UMS Human Resources strategy over the next several years.

Overall, 6.9% of employees System-wide report a minority race/ethnicity. This is an increase over 6.2% minority self-reported last year. The University of Southern Maine at 9.7 % and the University of Maine at 7.8% have the highest reported minority populations.

Trustee Erwin asked about the ratio of student to employee head count for the past five years shows

the student body has shrunk by 812 and employees have increased by 120. This is not a sustainable trend. It would be beneficial to see this data in credit hours versus head count. That ratio has changed from 6:1 to 5¾:1. Trustee Riley raised questions about the pie chart on employees by employment category on page 5 of the report. UMS has a large amount of infrastructure (employees) for 21,000 students. She asked if there was a better way to display the data more accurately.

Trustee Bartholomew asked if UMS has many open positions. CHRO Corcoran stated that UM has approximately 100 positions that are open and mostly are hourly positions. There are also several professional searches underway.

Turnover Analysis, November 1, 2019 – October 31, 2020

CHRO Corcoran provided a brief overview of the Turnover Analysis covering November 1, 2019 to October 31, 2020. The turnover rate of 10.1% is down from last year's rate of 11.8% due to a decrease in year-over-year voluntary separations. The number of separations due to position elimination/staff reduction is 9. This is 5 more than last year for the same period. Since this study is a point in time analysis, all furloughs that occurred during the time frame of study are not here reflected since their break in service started and ended between the reporting period. The rate of voluntary separations as a percent of the total UMS population is 5.4%. 80.7% of the 466 total separations are due to voluntary resignations and retirements. Retirements alone account for 27.0% of the 466 total separations. There were 47 new hires with minority status. Of this number 21% left during their first year of employment. The UMPSA bargaining unit is 34.3% of the population and accounts for 35.6% of the separations; 76.8% of UMPSA separations are voluntary resignations.

CHRO Corcoran indicated that 25% of the individuals that are hired each year leave before the end of their first year. Therefore she suggested tracking specific data related to terminations as well as looking more closely at the information provided from exit interviews.

Trustee Gardner asked if it would be possible for future reports to include comparable statistics on turnover data with our peer institutions or systems to see if our turnover is a normal percentage. CHRO Corcoran stated that the data source used is the College and University Professional Association (CUPA) average for this past year is 10.9% and UMS was 10.1% and the UMS previous year was 11.8%. She attributed the UMS decline was due to the pandemic because people were not changing positions. She also suggested looking at benchmark data within New England over a three to five year period.

Additional information about the meeting can be found on the Board of Trustees website:
<https://www.maine.edu/board-of-trustees/meeting-agendas-materials/human-resources-and-labor-relations/>

Adjournment

Ellen N. Doughty, Clerk