



# TURNOVER ANALYSIS

## SEPARATIONS, RETENTION, AND HIRING STATISTICS

FOR  
REGULAR EMPLOYEES

October 31, 2018 - October 31, 2019

April 13, 2020  
UMS Office of Human Resources

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## 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, 2018 through October 31, 2019.

The population is determined by averaging the number of staff active, on leave, or on leave without pay on October 31, 2018 and October 31, 2019.

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 - Fraternal Order of Police Lodge #100

Non-Represented Hourly

Non-Represented Salaried

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

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

## Turnover Highlights

- From October 31, 2018 through October 31, 2019 the number of employee separations for all reasons was 11.8% of the average population of regular employees. Of this, voluntary resignations made up 7.6%, and retirements accounted for 2.7%. The remaining 1.5% involuntary separations resulted from end of term appointments, layoff, and termination.
- The turnover rate of 11.8% is up from last year's rate of 10.3% due to an increase in year-over-year voluntary separations.
- The turnover rate reported for all education services by the Bureau of Labor Statistics shows an increasing trend of total annual separations levels. Despite this year's increase in turnover, the University of Maine System's separation rate has been trending downward since peaking in 2015.
- The number of separations due to position elimination/staff reduction is 4. This is 1 more than last year for the same period.
- The rate of voluntary separations as a percent of the total University of Maine System population is 7.6%.
- 87.5% of the 546 total separations are due to voluntary resignations and retirements. Retirements alone account for 23.2% of the 546 total separations.
- Separation rates vary among universities from a high of 18.2% for University of Maine Machias to 7.7% at the University of Maine Presque Isle.
- The average years of service for resignation is 4.4 years, 26.1 years for voluntary retirements, and 4.8 years for involuntary separations.
- The percent of separations for the represented and non-represented as a percentage of the bargaining unit vary with a high of 51.6% in the PATFA Regular unit to 7.6% in the University Supervisors unit. Separation rates in other represented bargaining units are: AFUM: 7.9%, UMPSA: 11.4%, ACSUM: 16.2%, S&M: 13.6%, Police: 30.2%, NR Hrly: 13.1%, NR Sal: 13.0%, NR Fac:

8.7%, Law Faculty: 11.4%.

- The UMPSA bargaining unit is 33.3% of the population and accounts for 32.3% of the separations; 81.8% 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 15.4% at University of Maine Augusta to 6.3% at University of Maine Farmington.
- The percent of total UMS new hires/rehires (473) in represented and non-represented units vary from a high of 36.4% (172) in the UMPSA unit to a low of 0.2% (1) in the Law Faculty unit.
- Retention of employees at all Universities is 88.0%, the lowest retention rate among bargaining groups is PATFA Regular at 51.6%.

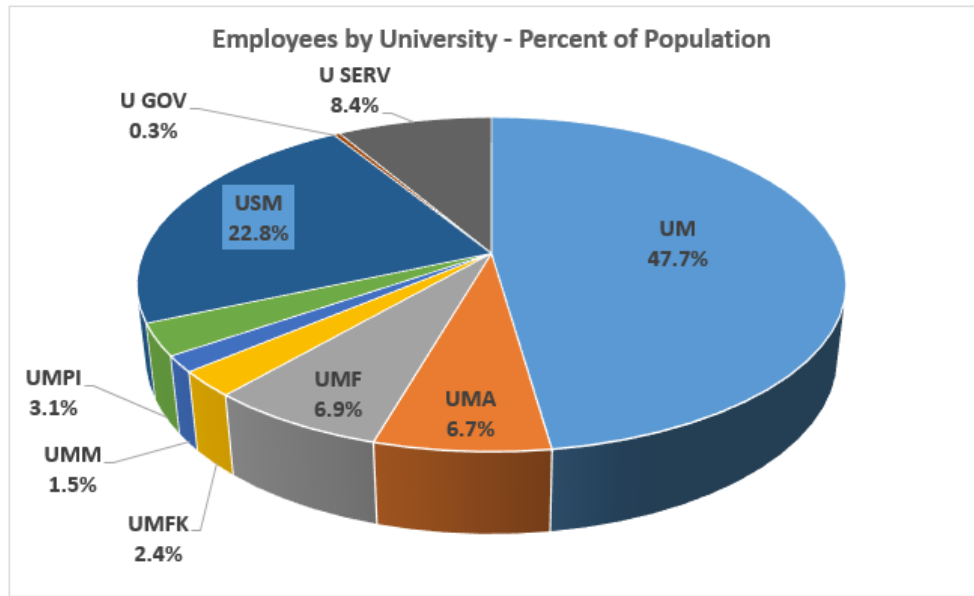
Average Headcount - Regular Staff by University									
UM	UMA	UMF	UMFK	UMM	UMPI	USM	U GOV	U SERV	TOTAL
Num	Num	Num	Num	Num	Num	Num	Num	Num	Num
2,211	313	319	113	72	142	1,055	16	391	4,631

Headcount is an average of the number of regular staff on October 31, 2018 and October 31, 2019.

Turnover Formula

$$\frac{\text{\# of separations}}{\text{average employee population}} \times 100 = \frac{546}{4,631} = 11.8\%$$

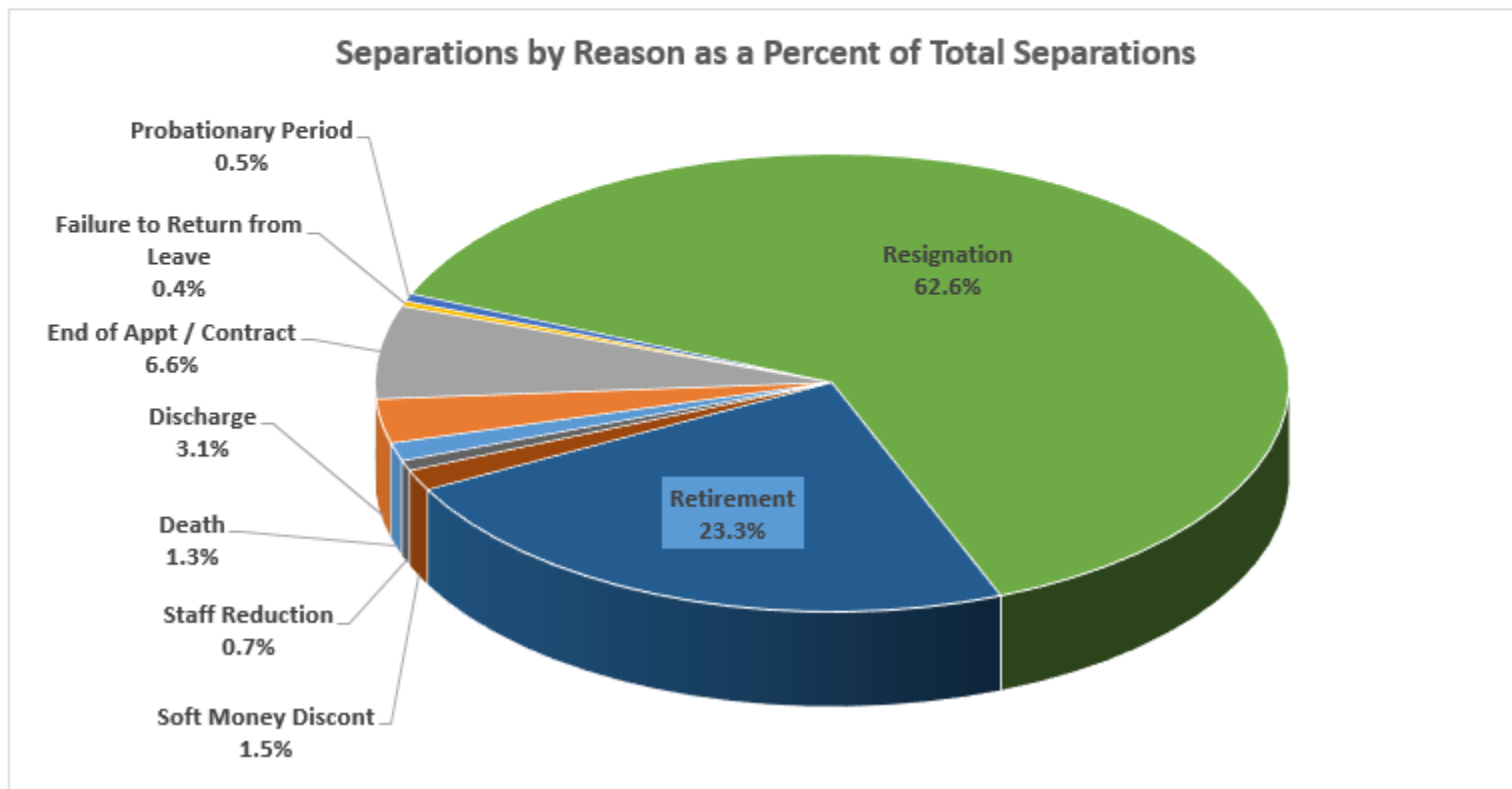
Employee by University - Percent of Population									
UM	UMA	UMF	UMFK	UMM	UMPI	USM	U GOV	U SERV	TOTAL
Per	Per	Per	Per	Per	Per	Per	Per	Per	Per
47.7%	6.7%	6.9%	2.4%	1.5%	3.1%	22.8%	0.3%	8.4%	100.0%



Separations by Reason by University

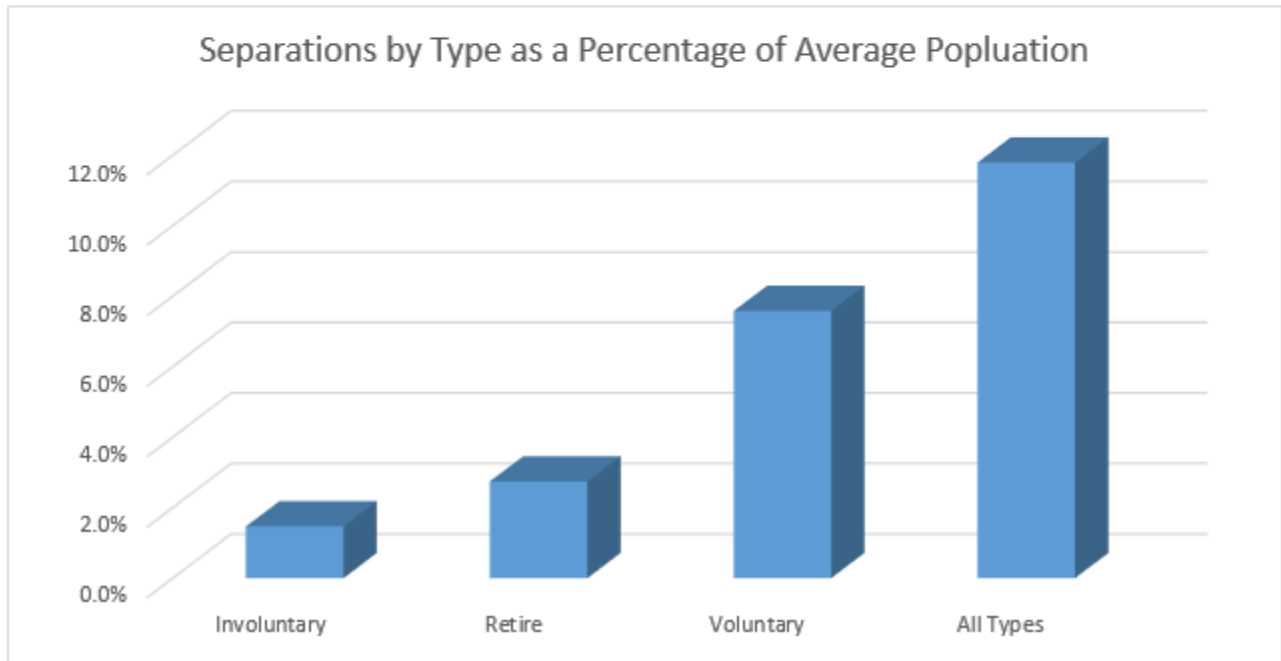
Campus	Death	Discharge	End of Appt / Contract	Failure to Return from Leave	Probationary Period	Resignation	Retirement	Soft Money Discont	Staff Reduction	Total
UM	2	4	22	1	2	158	54	7	1	251
UMA		3	1			29	11			44
UMF		2	2			16	7			27
UMFK			3			7	7			17
UMM						10	2		1	13
UMPI			1			7	3			11
USM	4	7	6	1	1	79	35	1	2	136
U GOV						5				5
U SVC	1	1	1			31	8			42
Total	7	17	36	2	3	342	127	8	4	546

Separations by Reason as a Percent of Total Separations								
Death	Discharge	End of Appt / Contract	Failure to Return from Leave	Probationary Period	Resignation	Retirement	Soft Money Discont	Staff Reduction
1.3%	3.1%	6.6%	0.4%	0.5%	62.6%	23.3%	1.5%	0.7%



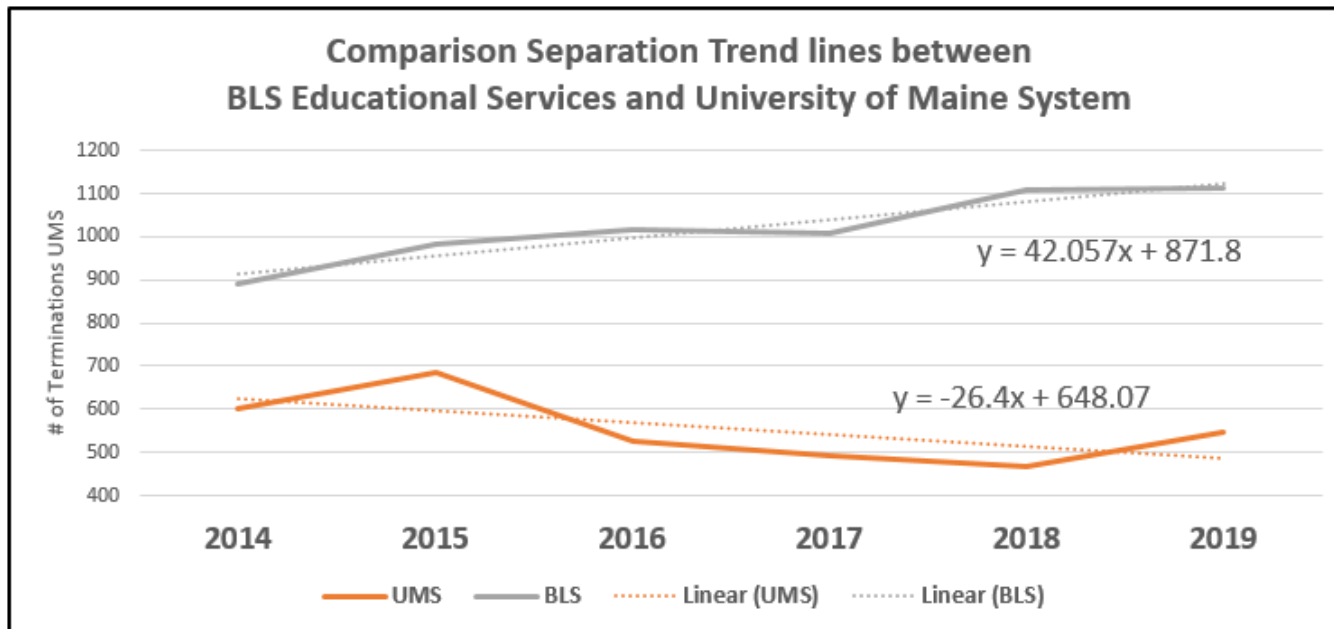


Separation Rate - Resignations and Total Separations as a Percent of University Population									
UM		UMA		UMF		UMFK		UMM	
Resig	All	Resig	All	Resig	All	Resig	All	Resig	All
7.1%	11.4%	9.3%	14.1%	5.0%	8.5%	6.2%	15.0%	14.0%	18.2%
UMPI		USM		U GOV		U SERV		TOTAL	
Resig	All	Resig	All	Resig	All	Resig	All	Resig	All
4.9%	7.7%	7.5%	12.9%	31.3%	31.3%	7.9%	10.7%	7.4%	11.8%



Average Years of 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	6.2	2.3	7.3	1.1	5.0	5.0	2.6		4.7	4.8
Retirement	27.4	28.4	20.6	25.3	23.9	17.5	25.1		26.9	26.1
Voluntary	4.4	4.9	3.8	3.9	2.5	6.6	3.8	8.6	5.4	4.4
Total	9.6	10.5	8.7	12.2	6.0	9.4	9.1	8.6	9.5	9.5

Terminations by Years of Service						
	Less Than One Year	One Year	Two Years	Three Years	Four Years	Over Five Years
Number of Terminations	89	84	54	46	15	258



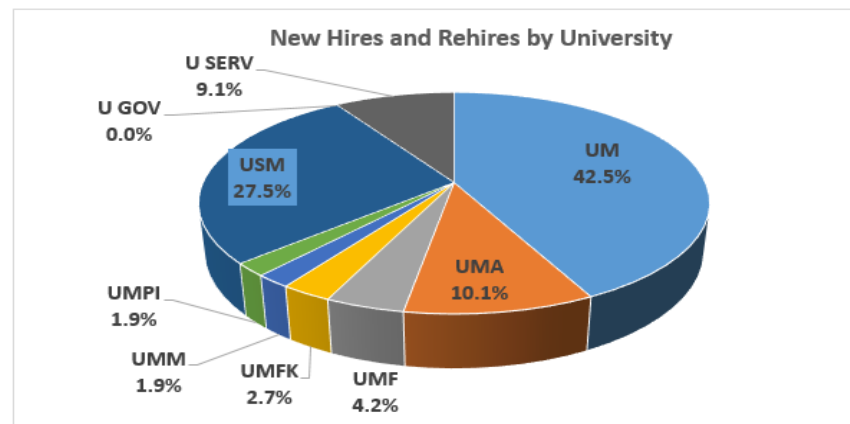
$$\text{Retention} = \frac{\text{final \# of employees}}{\text{initial \# of employees}} \times 100$$

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	%	Num	%
1,958	88.6%	261	83.5%	292	91.5%	99	87.6%	60	83.9%	130	91.5%	914	86.6%	13	81.3%	346	88.5%	4,073	88.0%		

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	%	Num	%
201	9.1%	48	15.4%	20	6.3%	13	11.5%	9	12.6%	9	6.3%	130	12.3%	0	0.0%	43	11.0%	473	10.2%		

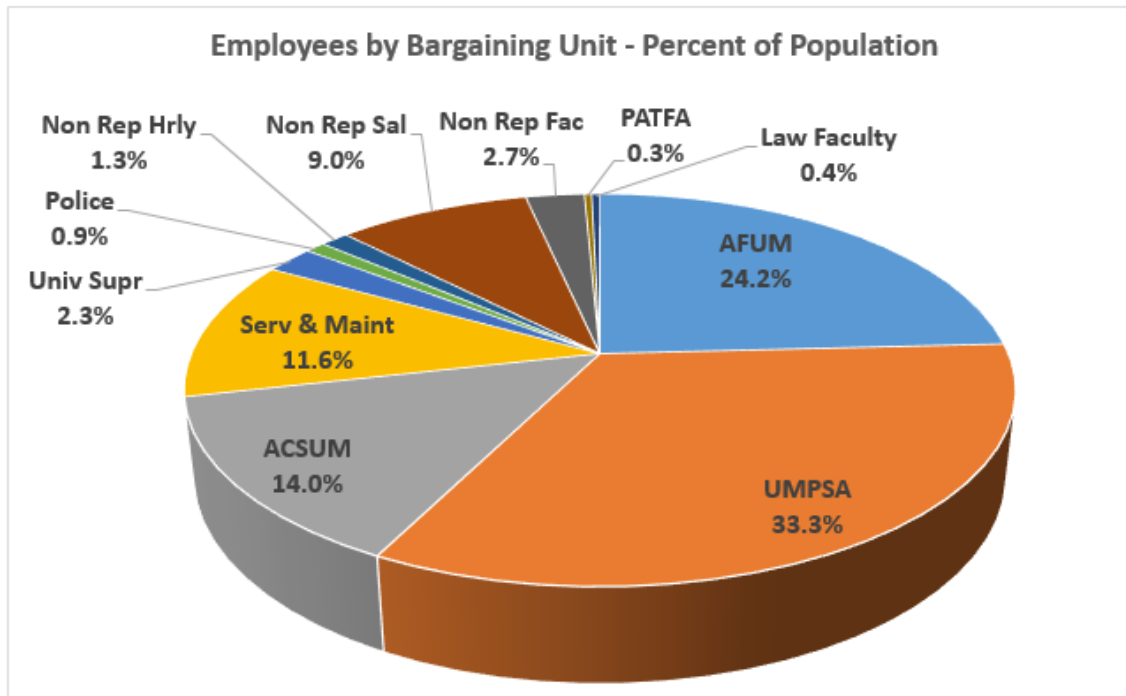
New Appointments and Transfers by Number and Percent of Campus Population																					
UM		UMA		UMF		UMFK		UMM		UMPI		USM		U GOV		U SERV		TOTAL			
Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%
147	6.7%	29	9.3%	21	6.6%	10	8.8%	10	14.0%	12	8.5%	83	7.9%	4	25.0%	28	7.2%	344	7.4%		

New Hires and Rehires by University																					
UM		UMA		UMF		UMFK		UMM		UMPI		USM		U GOV		U SERV		TOTAL			
Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%	Num	%
201	42.5%	48	10.1%	20	4.2%	13	2.7%	9	1.9%	9	1.9%	130	27.5%	0	0.0%	43	9.1%	473	100.0%		



Average Headcount - Regular Staff by Bargaining Unit											
AFUM	UMPSA	ACSUM	Serv & Maint	Univ Suprv	Police	Non Rep Hrly	Non Rep Sal	Non Rep Fac	PATFA	Law Faculty	Total
Num	Num	Num	Num	Num	Num	Num	Num	Num	Num	Num	Num
1,120	1,544	648	536	105	43	61	416	127	16	18	4,631

Employees by Bargaining Unit - Percent of Population											
AFUM	UMPSA	ACSUM	Serv & Maint	Univ Supr	Police	Non Rep Hrly	Non Rep Sal	Non Rep Fac	PATFA	Law Faculty	Total
Per	Per	Per	Per	Per	Per	Per	Per	Per	Per	Per	Per
24.2%	33.3%	14.0%	11.6%	2.3%	0.9%	1.3%	9.0%	2.7%	0.3%	0.4%	100.0%

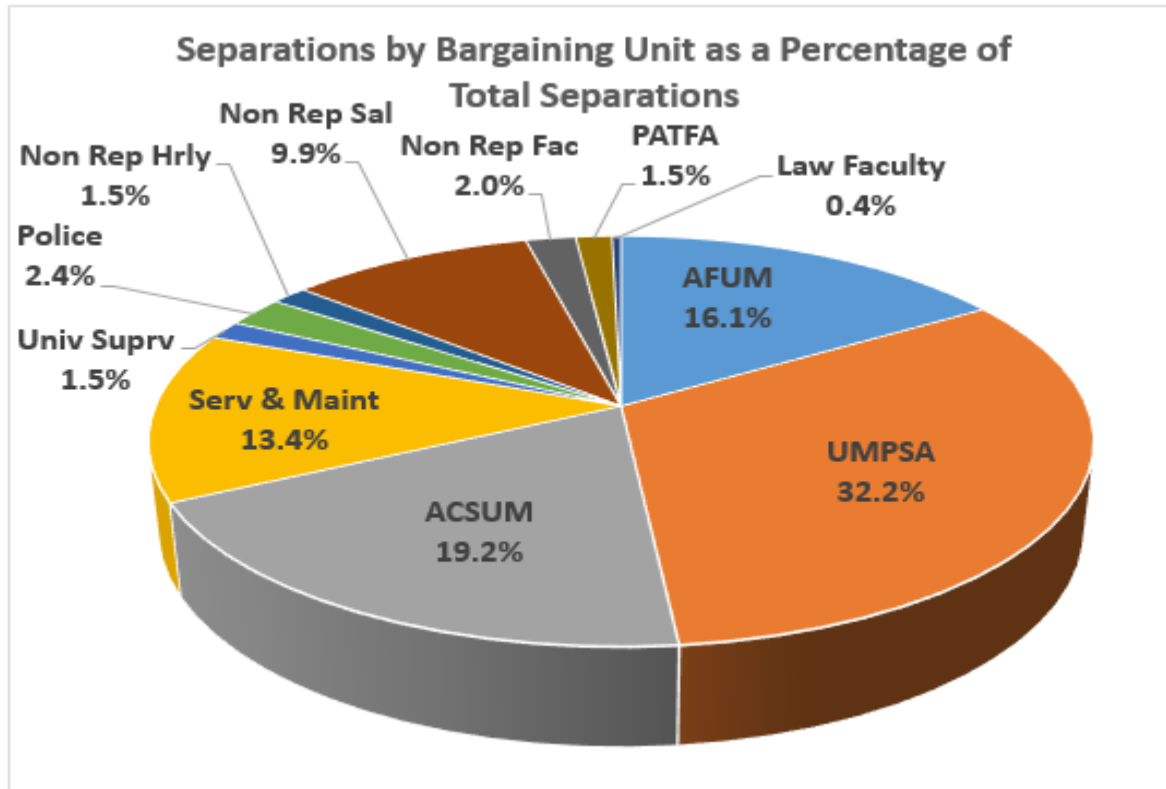


Separations by Reason by Bargaining Unit										
Union	Death	Discharge	End of Appt / Contract	Failure to Return from Leave	Probationary Period	Resignation	Retirement	Soft Money Discont	Staff Reduction	Total
AFUM	3	2	11			33	39			88
UMPSA		4	18	1	1	116	28	5	3	176
ACSUM	1	3	1		1	78	19	2		105
Serv & Maint	2	5		1	1	50	14			73
Univ Supr		1				4	3			8
Police		2	1			9	1			13
Non Rep Hrly			1			6	1			8
Non Rep Sal	1		2			34	16		1	54
Non Rep Fac						6	5			11
PATFA			2			5		1		8
Law Faculty						1	1			2
<b>Total</b>	<b>7</b>	<b>17</b>	<b>36</b>	<b>2</b>	<b>3</b>	<b>342</b>	<b>127</b>	<b>8</b>	<b>4</b>	<b>546</b>

Separation Rate - Resignations and Total Separations as a Percent of Bargaining Unit Population											
AFUM		UMPSA		ACSUM		Serv & Maint		Univ Suprv		Police	
Resig	All	Resig	All	Resig	All	Resig	All	Resig	All	Resig	All
2.9%	7.9%	7.5%	11.4%	12.0%	16.2%	9.3%	13.6%	3.8%	7.6%	20.9%	30.2%
Non Rep Hrly		Non Rep Sal		Non Rep Fac		PATFA		Law Faculty		Total	
Resig	All	Resig	All	Resig	All	Resig	All	Resig	All	Resig	All
9.8%	13.1%	8.2%	13.0%	4.7%	8.7%	32.3%	51.6%	5.7%	11.4%	7.4%	11.8%

Average Years of Service by Separation Reason by Bargaining Unit											
	AFUM	UMPSA	ACSUM	Serv & Maint	Univ Suprv	Police	Non Rep Hrly	Non Rep Sal	Non Rep Fac	PATFA	Law Faculty
	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs	Yrs
<b>Involuntary</b>	7.8	3.6	5.2	3.4	3.5	5.4	0.2	2.5		10.7	
<b>Retire</b>	30.8	24.4	25.5	19.5	33.3	11.6	14.4	24.2	28.2		14.1
<b>Voluntary</b>	5.7	3.8	4.0	3.5	4.8	3.7	2.4	7.4	4.8	8.2	4.0
<b>Total</b>	17.1	7.0	8.0	6.6	15.4	4.7	3.6	12.1	15.4	9.2	9.0

Separations by Bargaining Unit as a Percentage of Total Separations											
AFUM	UMPSA	ACSUM	Serv & Maint	Univ Suprv	Police	Non Rep Hrly	Non Rep Sal	Non Rep Fac	PATFA	Law Faculty	Total
Per	Per	Per	Per	Per	Per	Per	Per	Per	Per	Per	Per
16.1%	32.2%	19.2%	13.4%	1.5%	2.4%	1.5%	9.9%	2.0%	1.5%	0.4%	100.0%



Retention by Bargaining Unit by Number and Percent											
AFUM		UMPSA		ACSUM		Serv & Maint		Univ Suprv		Police	
Num	Pct	Num	Pct	Num	Pct	Num	Pct	Num	Pct	Num	Pct
1,026	91.6%	1,338	86.7%	557	86.0%	461	86.1%	98	93.3%	33	76.7%
Non Rep Hrly		Non Rep Sal		Non Rep Fac		PATFA		Law Faculty		Total	
Num	Pct	Num	Pct	Num	Pct	Num	Pct	Num	Pct	Num	Pct
57	93.4%	362	87.0%	117	92.5%	8	51.6%	16	91.4%	4,073	88.0%

New Hires and Rehires by Number and Percent of Bargaining Unit Population											
AFUM		UMPSA		ACSUM		Serv & Maint		Univ Suprv		Police	
Num	Pct	Num	Pct	Num	Pct	Num	Pct	Num	Pct	Num	Pct
71	15.0%	172	36.4%	94	19.9%	74	15.6%	6	1.3%	8	1.7%
Non Rep Hrly		Non Rep Sal		Non Rep Fac		PATFA		Law Faculty		Total	
Num	Pct	Num	Pct	Num	Pct	Num	Pct	Num	Pct	Num	Pct
6	1.3%	31	6.6%	7	1.5%	3	0.6%	1	0.2%	473	100.0%

New Appointments and Transfers by Number and Percent of Bargaining Unit Population											
AFUM		UMPSA		ACSUM		Serv & Maint		Univ Suprv		Police	
Num	Pct	Num	Pct	Num	Pct	Num	Pct	Num	Pct	Num	Pct
63	18.3%	138	40.1%	44	12.8%	36	10.5%	4	1.2%	4	1.2%
Non Rep Hrly		Non Rep Sal		Non Rep Fac		PATFA		Law Faculty		Total	
Num	Pct	Num	Pct	Num	Pct	Num	Pct	Num	Pct	Num	Pct
3	0.9%	44	12.8%	6	1.7%	1	0.3%	1	0.3%	344	100.0%