

University of Maine System
Board of Trustees Meeting

Zoom Meeting
March 7, 2022

Human Resources & Labor Relations Committee Meeting

Present: **Committee Members:** Sven Bartholomew, Chair; James Erwin, Beth Dobson, Mark Gardner, Trish Riley, Jim Donnelly and Michael Michaud. **Presidents:** Ray Rice and Joan Ferrini-Mundy. **Staff:** James Thelen, Loretta Shields, Ellen Doughty, Robert Placido, Deirdre Salsich, Jeff St. John, Carolyn Dorsey, and Ryan Low. **Others:** Susan Cameron and Gretchen Catlin.

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 Dobson, 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 Donnelly, which was seconded by Trustee Dobson, 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, the Committee reconvened the public meeting to discuss the following items:

Approval of Collective Bargaining Agreement, PATFA

UMS Labor Relations Manager Susan Cameron stated the UMS has reached a tentative agreement with the Maine Part-Time Faculty Association (PATFA). The contract will be effective September 1 and highlights of the tentative agreement include a 3% increase for each year of the contract, minor compensation adjustments in other areas, adjustments to benefits to recognize the Maine Paid Leave legislation, extending the time for benefit eligibility for surviving dependents, language changes in the area of service and rank advancement, and an additional category of “need of improvement” added to evaluation outcomes.

Trustee Bartholomew express thanks to Ms. Cameron and the team for their hard work on this tentative agreement.

On a motion by Trustee Riley, which was seconded by Trustee Dobson, and approved by a roll call vote of all Trustees present, the Human Resources & Labor Relations Committee agreed to forward the following resolution to the Board of Trustees for approval at the March 27-28, 2022 Board Meeting:

That the Board of Trustees accepts the recommendation of the Human Resources and Labor Relations Committee and authorizes the Chancellor to execute the collective bargaining agreement with the Maine Part-Time Faculty Association (PATFA) upon notice that the agreement has been ratified.

Enterprise Risk Management

UMS Director of Risk Management and Real Estate Gretchen Catlin provided an update regarding Enterprise Risk Management (ERM) and the five risks assigned to the Human Resources and Labor Relations Committee for oversight. Overall, Risk Management is monitoring 19 enterprise-level risks. The five risks for oversight by the Human Resources and Labor Relations Committee are:

- Personal injury or death of students, employees or guests
- Title IX complaints/lawsuits
- Loss of key officer(s)/staff threatening continuity of operations
- Minor on campus
- Conflicts of interest

Ms. Catlin explained each risk, the risk score, mitigation description, control strategies and the status. Risk Management will be providing updates to each Board Committee through 2022.

Trustee Bartholomew indicated that he feels the Talent and Acquisition group is a great addition to UMS. Chief Human Resources Officer Loretta Shields provided additional information about the Talent and Acquisition group. The Human Resources Department is looking at where we are currently and mapping out the future. No additional staff will be added and staff currently in place at the campuses will be used for this function. The hiring process will be analyzed to reduce the time to on-board new staff. USM will start as the test model followed by the other campuses. All campuses will work together to maximize the advertising funding by pooling resources. Additionally, on-line diversity training will be developed for search committees.

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

Heather A. Massey for
Ellen N. Doughty, Clerk