

University of Maine System
Board of Trustees Meeting

Zoom Meeting
January 9, 2023

Human Resources & Labor Relations Committee Meeting

Present: **Committee Members:** Beth Dobson, Chair; Lisa Eames, Patrick Flood, Donna Loring, David MacMahon, Michael Michaud and Trish Riley. **Presidents:** Joan Ferrini-Mundy and Ray Rice. **Staff:** Ellen Doughty, Carolyn Dorsey, Jeff St. John, Ryan Low, Paul Chan and Judy Ryan. **Others:** John Volin, Susan Cameron and Ria DeMay.

Absent: None.

Trustee Dobson, 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 Riley, which was seconded by Trustee Michaud, 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 Riley, which was seconded by Trustee Michaud, and approved by a roll call vote of all Trustees present, the Human Resources & Labor Relations Committee concluded the Executive Session.

At the conclusion of the Executive Session, the following agenda items were discussed.

Proposed Exception to Board Policy 406, Section 7- Emerita Status: Dr. Anne Lichtenwalner, UM

University of Maine Executive Vice President for Academic Affairs and Provost John Volin explained the request to allow the University of Maine President to designate Dr. Anne Lichtenwalner as Associate Professor Emerita of Extension and Animal and Veterinary Sciences effective at the time of her retirement on October 1, 2022 an exception to Board Policy 406 – *Emerita Status* is being requested. The Board Policy requires a retiring faculty or staff member with at least 15 years of full-time service maybe awarded emerita status. Upon retirement Dr. Lichtenwalner will only have 14.5 years of service.

Dr. Lichtenwalner provides leadership in all areas of the land grant mission of teaching, research, and service at the University of Maine. Her appointment is 60% as Director of the Maine Veterinary Diagnostic Lab and 35% research and 5% teaching within the School of Food and Agriculture in Animal and Veterinary Science. In addition, she is a cooperating faculty member with the School of Biology and Ecology and the Honors College. The Maine Veterinary Diagnostic Laboratory processes approximately 500 diagnostic cases per year for livestock producers, veterinarians, and state agencies. In the last four years, she has served as Primary Investigator (PI) or co-PI on

\$3,646,738 in external grants. She has advised over 30 graduate and senior thesis students and mentored two visiting veterinary interns. Dr. Lichtenwalner has published 27 abstracts with students, co-authored three peer-reviewed journal articles with three more in progress, and seven Extension fact sheets and she has presented 20 animal health presentations at the local, regional, and national levels. Throughout the global pandemic, Dr. Lichtenwalner's lab was one of the first to be deemed "essential" on campus. Her dedication to the stakeholder groups and industries she supports through her lab, to her undergraduate and graduate students that she teaches and mentors, and also to her colleagues that she collaborates with on research projects are critical to the needs of the state.

On a motion by Trustee Michaud, which was seconded by Trustee Eames, and approved by a roll call vote of all Trustees present, the Human Resources & Labor Relations Committee agreed to forward this item to the Consent Agenda for the January 29-30, 2023, Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees grants an exception to Board Policy 406, as allowed by subsection 7 of the Guidelines for Emeritus status, to authorize University of Maine President Joan Ferrini-Mundy to confer Emerita status on Dr. Anne Lichtenwalner.

Proposed Exception to Board Policy 406, Section 7- Emerita Status: Dr. Susan Tisher, UM

UM Provost Volin explained the request to allow the University of Maine President to designate Dr. Sharon Tisher as Lecturer Emerita effective at the time of her retirement on September 1, 2022, an exception to Board Policy 406 – *Emerita Status* is being requested. The Board Policy requires a retiring faculty or staff member with at least 15 years of full-time service maybe awarded emerita status. Upon retirement Dr. Tisher will have 27 years of part-time service.

As a lecturer, Dr. Tisher's primary duties were teaching, although she also participated in some research, advising, and service. Her teaching assignments were with the Honors College, the School of Economics, and the Ecology and Environmental Sciences program. She has taught over 500 credit hours to over 2500 Honors students, offering all four courses in the Honors College 16-credit Civilizations sequence and has also developed numerous Honors special topics courses. She has regularly provided lectures for the Honors Civilizations sequence. Dr. Tisher developed the University of Maine's first climate policy course and researched and wrote A Climate Chronology, which has evolved to a 230-page document, with plans underway to develop a selective, interactive, illustrated "milestones" version. She plans to further develop this project in continued collaboration with faculty from the Climate Change Institute. Emerita status could substantially enhance the success of future fundraising efforts for this unique project. Dr. Tisher's service to the profession is noteworthy. She has testified on numerous occasions before the Maine legislature and has served on a variety of non-profit boards. She is actively engaged on issues concerning University policy.

On a motion by Trustee Flood, which was seconded by Trustee Eames, the Human Resources & Labor Relations Committee agreed to forward this item to the Consent Agenda for the January 29-30, 2023, Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees grants an exception to Board Policy 406, as allowed by subsection 7 of the Guidelines for Emeritus status, to authorize University of Maine President Joan Ferrini-Mundy to confer Emerita status on Dr. Sharon Tisher.

Interim Chief Human Resources Officer

Vice Chancellor for Strategic Initiatives Carolyn Dorsey introduced Interim Chief Human Resources Officer (CHRO) Judy Ryan. In December Loretta Shields resigned as the CHRO. Ms. Ryan was working on a temporary basis on some human resources initiatives. With the resignation of Ms. Shields, Ms. Ryan was asked to change the scope of work for her contract through the end of the

fiscal year to be the interim CHRO. Ms. Ryan has more than 30 years of experience in human resources leadership and much of that time has been with the University of Maine System.

UMS Hiring Policies & Procedures Review Update

Vice Chancellor Dorsey provided an update on the UMS hiring policies and procedures. At the July 2022 Board meeting, the Board Chair charged the Human Resources Department with undertaking a complete review of all of UMS hiring practices. CHRO Shields began this review, but the review was focused only on System level policies and practices and did not include campus level policies and practices. The review was refocused to include System, campus and Law School level information. This review also engaged the Human Resources core team leaders from across the System to ensure that all internal policies and procedures were part of the review process.

Associate Vice President of Human Resources Operations Kris Leblanc and Special Assistant to the CHRO Kaitlin Adeloye have been instrumental in guiding the review process. The review is not formally finished, but there are a couple of key takeaways from the process so far. There are accurate policies and procedures, but from campus to campus there is a lack consistency in adherence to the policies and procedures as well as engagement of System Human Resources staff. This was expected because the process may not be the same for a smaller campuses versus a larger campuses because of the level of approvals. With this review, we want to ensure that there are significant consistencies with the hiring processes and approvals, an appropriate level of accountability and that System level human resources staff will be engaged throughout the hiring processes at all campuses.

The review will include examining the criteria, processes and steps for traditional searches, internal searches as well as executive management searches. External benchmarking from our peer institutions will also be a component of the review process.

The next step will have the Interim CHRO engaged in the review process and the Strategic Initiatives Project Specialist Kayla Flewelling will be assisting with the project. A summary of the review process included identification of gaps and inconsistencies that need to be addressed as well as recommendations to the internal documentation or amendments to Board Policies will be presented to the Human Resources and Labor Relations (HR/LR) Committee at the February or April meeting.

The HR/LR Committee expressed appreciation to Vice Chancellor Dorsey and her team for taking on this critical project and the extensive work involved with this review process.

Retiree Health Update

Vice Chancellor Dorsey provided a brief update of the retiree health plans. Over the summer a Retiree Health Plan Advisory Council was established in July 2022 and have met regularly through October with a plan to start meeting again in January 2023. The Council includes representatives of the System, retirees from the various bargaining units, and third-party representatives from our vendors. The Council has been discussing the best methods of communications, the best way to inter-act and engage with the retirees, how to inform them, and appropriateness of the benefits that UMS offers. The HR/LR Committee was tasked with surveying the retirees to gain information about our current benefits. The survey has been vetted by various groups, including the Council and will be distributed in January 2023.

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On a motion by Trustee Eames, which was seconded by Trustee Riley, and approved by a roll call vote of all Trustees present, the Human Resources & Labor Relations Committee concluded the Executive Session.

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