

Board of Trustees
Human Resources / Labor Relations Committee

August 26, 2024

1:00 PM

ZOOM – No Physical Location is Available

The public is invited to view the meeting on YouTube. The link to the Board of Trustees YouTube page can be found the Board website: <https://www.maine.edu/board-of-trustees/>

AGENDA

1:00-2:10

Executive Session

The Human Resources & Labor Relations Committee will enter Executive Session under the provisions of: 1 MRSA Section 405 6-A & 6-D.

2:10-2:30

Public Meeting Agenda

- TAB 1** HR/LR Chair Announcements and Updates
- TAB 2** Labor Relations Update
- TAB 3** Human Resources and Labor Relations FY 2025 Work Plan Updates

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
Board of Trustees

AGENDA ITEM SUMMARY

NAME OF ITEM: HR/LR Chair Announcements and Updates

INITIATED BY: Patrick Flood, Chair

BOARD INFORMATION: X

BOARD ACTION:

BOARD POLICY:

N/A

UNIFIED ACCREDITATION CONNECTION:

N/A

BACKGROUND:

Human Resources and Labor Relations Committee Chair, Trustee Patrick Flood will start the public meeting with relevant announcements and updates.

08/14/24

University of Maine System
Board of Trustees

AGENDA ITEM SUMMARY

NAME OF ITEM: Labor Relations Update

INITIATED BY: Patrick Flood, Chair

BOARD INFORMATION: X

BOARD ACTION:

BOARD POLICY:
407 Labor Relations

UNIFIED ACCREDITATION CONNECTION:
N/A

BACKGROUND:

Senior Director of Labor and Employee Relations, Ria DeMay, and Senior Labor Relations Manager, Susan Cameron, will provide a brief summary regarding the status of recent negotiations as well as a summary of collaborative labor/management working groups formed as a result of these negotiations.

University of Maine System
Board of Trustees

AGENDA ITEM SUMMARY

NAME OF ITEM: Human Resources and Labor Relations Committee FY 2025 Work Plan Updates

INITIATED BY: Patrick Flood, Chair

BOARD INFORMATION: X

BOARD ACTION:

BOARD POLICY:
N/A

UNIFIED ACCREDITATION CONNECTION:
N/A

BACKGROUND:
Acting Vice Chancellor for Strategic Initiatives, Carolyn Dorsey, will provide a brief update on changes to the Human Resources and Labor Relations committee Work Plan for FY 2025.

[Attachment](#)
[HR/LR Committee Draft Work Plan for FY2025](#)

University of Maine System
Board of Trustees

Human Resources/Labor Relations Committee
Fiscal Year 2025 Work Plan

Standing Agenda:

1. Collective Bargaining Update (may occur in HR/LR Committee or in Executive Session of the Board of Trustees)
2. Human Resources and Labor Relations items requiring Committee and/or Board approval
3. Strategic Plan Implementation Goal Updates relating to HR/LR functions

Date based committee deliverables:

Note: Items in red require a vote of the Committee

June/July

- Discuss priorities for HR Strategic Planning (currently under development in alignment with UMS Strategic Plan).
- Report of Management Group appointments (These are due by the materials deadline ahead of the July, November, and March BOT meetings. It is an information item for the full BOT meeting only, there is no presentation/presenter needed)

August

- Comprehensive Presidential Review results (as needed - every 4 years per contract)

October

- Collective bargaining goals for upcoming Fiscal Year
- Employee Health Plan Task Force Scorecard Review
- Report of Management Group appointments (These are due by the materials deadline ahead of the July, November, and March BOT meetings. It is an information item for the full BOT meeting only, there is no presentation/presenter needed)

December

- Chancellor's Review Committee, chaired by Human Resources/Labor Relations Committee Chair

February/March

- Evaluation Process of Board Chair
- Report of Management Group appointments (These are due by the materials deadline ahead of the July, November, and March BOT meetings. It is an information item for the full BOT meeting only, there is no presentation/presenter needed)

April/May

- Workforce Profile and Turnover reports

Ongoing Ad Hoc Agenda Items with rolling submission dates:

- **Approval of Collective Bargaining Agreements (as tentative agreements are reached)**
- **Policy and compensation changes for non-represented employees (as needed)**
- Update on significant HR initiatives and current HR Searches (as needed)
- Briefing on compliance and regulatory issues (as needed)

Ongoing Informational Reports with rolling submission dates:

- Diversity, Equity, and Inclusion Update (develop benchmarks and report on initiatives, being developed based on Strategic Plan goals)
- Employee Recognition and Service Awards (as needed)
- Retiree Healthcare Updates (as needed)

Strategic Plan Goals & Projects to be reported at the HR/LR Committee: (HR/LR agenda items being developed in these key reporting areas)

- Service Actions 1 - "UMS will identify ways to support faculty, staff and administrators seeking to serve Mainers and Maine Communities through outreach projects and related activities"
 - Discuss outreach projects and other activities/initiatives with the committee and will document these with updated reports on progress and how these support initiatives are made available to the community (as needed)
- Place to Work Action 1: "Increase our capacity to address student and employee mental health as a prerequisite for student persistence, completion, and well-being, and employee effectiveness and well-being through plans..."
 - Report a plan to begin engaging in this work that will include a project lead, project goals, an outreach plan to each campus that will fall within the current and available budget as well as include additional, outside resources (Spring 2024)
- Justice, Equity, Diversity and Inclusion Action 2: "UMS will identify and address systemic barriers to student, faculty, and staff recruitment and retention, particularly for underrepresented and underserved populations."
 - Progress will be reported as part of the regular HR initiatives and hiring practices updates are provided (as needed)

- Justice, Equity, Diversity and Inclusion Action 3: “UMS and its universities will cultivate a safe and welcoming community and a genuine sense of belonging in our university and law school communities and throughout the System for all students, faculty and staff.”
 - Progress will be reported as part of the regular HR initiatives and hiring practices updates are provided (as needed)

Meeting Schedule:

Committee Meetings are scheduled by the Board of Trustees Office on a 2-year cycle and will occur prior to each full Board meeting (approximately six times per year).

DRAFT