

University of Maine System
Board of Trustees
at the University of Maine System

August 30, 2016

Human Resources & Labor Relations Committee

Present: Committee Members: James Erwin, Chair; Sam Collins (at UMPI), Norman Fournier (by phone), and Gregory Johnson, and Terry Sutton. **Staff:** Tracy Bigney, Lynda Dec, Ryan Low, Mark Schmelz, and Rebecca Wyke (at UMA). **Presidents:** John Short (at UMFK). **Others:** John Murphy (at UMFK).

Committee Member Absent: Sarah Newell, Bonnie Newsom and Shawn Moody.

Trustee Erwin, Chair, called the meeting to order.

Change to the Handbook for Non-Represented Faculty and Salaried Staff.

Trustee Erwin explained that the Handbook for Non-Represented Faculty and Salaried Staff needs to be updated to address and reflect current Salaried and Faculty bargaining agreements.

Termination of Appointment

Discontinuance Due to Financial or Program Reasons

Currently non-represented faculty and salaried staff who are discontinued from University employment due to the elimination of their position for financial or program reasons receive notice and/or pay in lieu of notice. The professional bargaining unit (UMPSA) receives both pay and benefits in lieu of notice. Non-Represented employees currently receive pay in lieu of notice in a lump sum.

The handbook will be changed to state that non-represented faculty and salaried staff who are discontinued from University employment due to the elimination of their position for financial or program reasons shall receive notice and/or pay and benefits in lieu of notice based on length of continuous regular University service. Employees receiving pay and benefits in lieu of notice will be paid on the regular pay cycle over the specified number of notice months.

Health Plan Coverage for Retirees and Former Employees on Long-Term Disability

Currently non-represented faculty and salaried staff who retire from University service or former employees receiving LTD benefits may retain health coverage. They are required to pay a share of the premium for personal healthcare coverage based on years of completed continuous, full-time equivalent regular service prior to retirement (or disability):

Length of service

10 years and less than 20 years	15% of the premium
20 years and less than 30 years	10% of the premium
30 years or more	7% of the premium

The proposed change will read:

For those retiring on or after January 1, 2017, the Medicare eligible retiree pays 20% of the individual premium and 50% of the dependent premium (9/1/17 for faculty).

Former employees under the System's long term disability (LTD) plan are eligible to continue the health plan for a maximum of 24 months as long as approved for LTD benefits at a rate of 20% of the individual premium and 50% of the dependent premium. This is effective for all former employees that begin their LTD benefits on or after September 20, 2016.

The change will align the non-represented faculty and salaried employees' retiree health benefit with the current contract agreements between UMS and AFUM and UMS and UMPSA.

On a motion by Trustee Sutton, which was seconded by Trustee Johnson, the Human Resources/Labor Relations Committee forwarded this item to the Consent Agenda at the September 18-19, 2016 Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees approves the changes to the Non-Represented Faculty & Salaried Staff Handbook as presented in the Agenda Item Summary.

Change to Handbook for University Supervisors and Confidential Employees.

Trustee Erwin explained that the Handbook for University Supervisors and Confidential Employees needs to be updated to address and reflect current hourly bargaining agreements.

Health Plan Coverage for Retirees and Former Employees on Long-Term Disability

Currently university supervisors and confidential employees who retire from University service or former employees receiving LTD benefits may retain health coverage. They are required to pay a share of the premium for personal healthcare coverage based on years of completed continuous, full-time equivalent regular service prior to retirement (or disability):

<u>Length of service</u>	
10 years and less than 20 years	15% of the premium
20 years and less than 30 years	10% of the premium
30 years or more	7% of the premium

The proposed change will read:

For those retiring on or after January 1, 2017, the Medicare eligible retiree pays 20% of the individual premium and 50% of the dependent premium.

Former employees under the System's long term disability (LTD) plan are eligible to continue the health plan for a maximum of 24 months as long as approved for LTD benefits at a rate of 20% of the individual premium and 50% of the dependent premium. This is effective for all former employees that begin their LTD benefits on or after September 20, 2016.

The change will align the University Supervisors and Confidential Employees' retiree health and LTD benefit with the current contract agreements between UMS and all bargaining units (except Service and Maintenance).

On a motion by Trustee Johnson, which was seconded by Trustee Sutton, the Human Resources/Labor Relations Committee forwarded this item to the Consent Agenda at the September 18-19, 2016 Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees approves the changes to the Handbook for University Supervisors and Confidential Employees as presented in the Agenda Item Summary.

Human Resources and Labor Relations Committee FY2017 Work Plan and Duties & Responsibilities. Ms. Lynda Dec, Chief Human Resources Officer, reviewed the FY2017 Work Plan and Duties & Responsibilities for Human Resources/Labor Relations Committee. The Committee Work Plan will be submitted as an information item for the September 18-19, 2016 Board of Trustees Meeting.

Trustee Johnson asked if the annual review of the Chancellor should be included in the Human Resources & Labor Relations Work Plan. Ms. Tracy Bigney, Clerk of the Board, indicated that the Chancellor's Review Committee coordinates the annual review and recommended this be referenced on the Human Resources & Labor Relations Work Plan.

Executive Session

On a motion by Trustee Fournier, which was seconded by Trustee Johnson, the Human Resources and Labor Relations Committee agreed to go into Executive Session under 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 and 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 Collins, which was seconded by Trustee Johnson, the Human Resources and Labor Relations Committee concluded the Executive Session.

Adjournment.

Ellen Doughty for
Tracy B. Bigney, Clerk of the Board