

Management Association Committee for Employee Relations (MACER) Meeting Notes – 15 August 2019

Present for Union: Linda Giampa, Tom Greene, Steve Russell, Liliana Brand

Present for Employer: Bill Heineman, Mike McCarthy

The meeting started shortly after 2:00PM on Thursday 15 August 2019

1. Fall DCE Payroll Schedule – For full semester classes, first DCE pay day is September 20, with 8 payments. The last pay day is December 27. Late start 13 weeks in 7 pay dates beginning October 4. Eight week classes are paid in 4 payments.
2. Day Contract Pay Increases – The Massachusetts Legislature must include this in a supplemental budget. This will probably be taken up in September. Pay increases will be paid out after that, maybe October. Mike McCarthy committed to providing a schedule to each day contract employee explaining each employee's increase.
3. Syllabus Information – There was a discussion referencing Bill Heineman's request that specific information be provided to students on the syllabus. Steve Russell recommended that the information be provided on the Student Support menu in Blackboard and Bill agreed. A discussion ensued about how syllabus information can easily become out of date and inaccurate, that such information is best stored in a central place (like Blackboard). It was suggested that Bill's office could provide a handout with relevant syllabus information not mandated by the contract. Bill will look into this.
4. Dimitry Building – Mike McCarthy said that the emphasis has been on student areas rather than offices. Improvements have been made in computer labs. Linda indicated that staff are sometimes not given answers to questions. Mike said that more attention will be given to information. Coco Ray will be providing food service.
5. Public Safety Complex – This has been a long standing effort in conjunction with the building of a new police station in Lawrence. At this point, there is no progress on this project.
6. Parking and Transportation – Mike McCarthy reported that he is looking to obtain more parking spaces in Lawrence, particularly in light of the large number of spaces needed by Mass Hire employees. There will be no charge for parking, but vehicles must have a parking tag. Employee tags are permanent; student tags are reissued every semester. There is no charge for parking tags. The college will no longer regularly operate shuttles. Merrimack Valley Regional Transit Authority (MVRTA) will operate buses on a 45 minute interval from 7 am to 3 pm between Haverhill and Lawrence campuses. A private vendor will run a service in the evening at one hour intervals.
7. Professional Staff Morale – Linda Giampa indicated that she appreciated the events being held for support staff this month. However, it is important that employees be respected when on the job. Language should always be courteous and discrete.

8. Professional Development – Mike McCarthy indicated that his office is looking into options for professional training on an as-needed basis. He emphasized that short courses, Excel, Spanish, for example, are the type of offerings that could be considered to meet specific needs.

Next Meeting: Thursday 19 September , 3:00 PM

Respectfully Submitted
Steve Russell, NECCPA Secretary