**MACER October 20, 2022 Meeting Notes**

**Management Association Committee for Employee Relations**



**Representing Management:** Paul Beaudin, Mike McCarthy

**Representing NECCPA**: Janel D’Agata Lynch, Mike Deldon, Tom Greene, Trisha Portanova, Steve Russell

**Meeting held at the President’s Conference Room on the Haverhill Campus**

NECCPA Director Janel D’Agata Lynch began the meeting to order at about 3:00 PM, Thursday October 20, 2022.

1. **Management Training Update** – Mike McCarthy reported that a management training program has begun. Most of it has related to technical material, like completing forms, etc. He expressed that at some point, the Union could be involved.
2. **Morale** – Janel D’Agata-Lynch discussed low morale. There is a lot of rotation in positions. Some people are forced out; other have found new opportunities elsewhere. She was concerned that there was no place for employees to express concerns. Meetings are very structured. What are the best venues beyond immediate supervisors?

Paul Beaudin indicated that anyone can meet with him. Mike responded that he is doing a lot of exit interviews. There will also be an opportunity at the President’s General Staff meeting on November 9 (postponed to December). Janel indicated that Linda Giampa will probably ask any questions that members may have, but not want to speak.

There are many factors that contribute to low morale. Mike indicated that financial realities are not encouraging. Janel added that the lack of a contract does not help. She also said that the Mobile Market, open to students as well as staff, has seen an increase in takers, so there is a lot of need. Some movement on the contract would be better than nothing. There is, she said, a feeling of disrespect while members are struggling. The empanada truck is all well and good, but we need the contract.

Tom Greene indicated that many members have to take outside work to meet expenses.

1. **Human Resources** – While the recent commitment by HR to respond to e-mails is laudable, Janel asked what became of the assessment of HR. Mike said he would see if he could get a copy to Janel.
2. **WiFi Coverage/Laptops** – Discussion ensued about the unreliability of WiFi in the Spurk Building. This becomes important as more and more classes use electronic materials rather than paper. Mike said that when new windows were installed some WiFi problems resulted. He will look into this further. There also was a discussion as to whether students were required to have laptops. Paul said no, that is not a requirement and the college is not providing free laptops as it was during the pandemic.
3. **Standardization of Blackboard** – Discussion ensured about how students might be helped by a more standardized approach to course design on Blackboard. Given the lower success rate in on-line courses, (8-10% less), Paul said this is worth consideration. Perhaps an emphasis on best practices would be useful.
4. **Budget and Enrollment** – Mike emphasized the link between enrollment and budget. Given the end of federal CARES money, the college can expect a decline in the FY 2024 budget.

Paul indicated that there are some bright spots. The Fall II session beginning October 31 has healthy enrollments (520 credits). It is encouraging to not, too that student success in 8 week courses is better than in the 15 week courses. Early College continues to e a major contributor to enrollment. Paul discussed starting Intersession courses in late December and ending them earlier in January (rather than end of January as is presently the case).

Also, there was a discussion of wait lists and whether pre-requisites had been met by students taking sequential courses (like English Comp II).

1. **Know B4 Training** – Discussion ensued about how staff who opened too many phishing e-mails were then required to do the Know B4 training. To require such training without payment for DCE faculty would be a violation of the DCE contract. Also, if an employee does not take the training within a specific time period, they risk having their e-mail account suspended. This would preclude them from doing their work. Mike will look into this, but so far, as best anyone could tell, no one has had their e-mail account suspended.
2. **Voluntary Insurance Programs** – Mike mentioned a few voluntary insurance programs that HR was looking into making available for employees, like car, pet care insurance. More on this later.

The meeting ended at about 4:00 PM.

Next MACER meeting is scheduled for Thursday 17 November at 3:00 PM

Respectfully submitted,

Stephen Russell, Ph.D.

NECCPA Secretary