**MACER January 20, 2023 Meeting Notes**

**Management Association Committee for Employee Relations**



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

**Representing NECCPA**: Linda Giampa, Janel D’Agata-Lynch, Louise Michaud, Trisha Portanova, Steve Russell

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

NECCPA President Linda Giampa began the meeting at about 3:00 PM, Thursday January 20, 2023.

1. **Roof Leaks in Student Center** – Janel D’Agata-Lynch discussed concerns about air quality. At times, staff members mention feeling sick in the building. There is the odor of mold. Mike McCarthy responded that some ceiling panels have been removed and that there has been spraying for insects. Janel added that it may be that the roof needs replacement. At the very least there should be air quality, radon and mold testing and that this information should be shared with staff. Mike said that it would be done.

Mike further explained that there will be an x-ray of roof ceilings Time for completion of any work depends on the cost with $300,000 being the cut-off point after which the State DCAM becomes involved. If the work costs less than that summer 2023 is realistic; otherwise the time frame would be considerably longer. There are also roof leaks in the D Building but given the possibility of a new health and fitness center on campus, no roof replacement work would take place on that building.

Mike reiterated that the college does not want employees to be in poor health.

1. **Neurodiverse Students** – This is a follow-up from the last MACER meeting. Discussion ensued about the lack of training for faculty and professional staff who work with various neurodiverse students who experience the college and in many ways. Paul Beaudin indicated that the college has applied for a grant that would pay for training faculty. He added that professional staff would also be eligible for the training. Meanwhile, employees who have specific concerns should see Paul. Discussion continued about how a large number of neurodiverse students in a class can change the complexion of the class for all students. Paul added that in addition to more training, more work needs to be done with K-12 systems to provide continuity for those students.
2. **Non-Participation Policy Changes** – Paul explained that ending the NP policy appears to have had a positive effect on retention. Comparing Fall 2022 to Fall 2021, Withdrawals increased by less than 1%. Fs did not increase at all and A through D grades increased by 5%. With more students being successful, he believes that there should be no effect on faculty evaluations.
3. **Enrollments** – Paul indicated that it had increased by 11% (as of January 20). There will be, he said, some adjustments by the Freeze Date of February 7. Between December 1 and the second week of January some sections were cancelled; many of these were converted to directed studies. He added that it is better to start with a leaner schedule and add sections. Summer enrollments 2023 are strong; some sections are even filled.

Discussion ensued about what to do about students who need a course that has all sections filled. Paul advised that they go to one of the academic centers or to the advising hub to get put on a wait list. Students in cancelled classes are being notified by advisers who are better equipped to help the students choose replacement courses.

Paul specifically thanked advisers who worked hard before the spring semester to get students placed, even working past normal work hours.

1. **Professional Staff Evaluations Follow-up** – Linda reported that that most areas appear to be up-to-date.
2. **Human Resource Assessment Follow-up** – Mike reported that work is being done now on an executive summary.
3. **Professional Staff Seniority List** – It appears that MCCC has not yet received this from the college. Mike will check on this.
4. **Snow Days** – Mike indicated that a snow day does not mean that staff must work remotely. Mike said that announcements about snow day should be made by 5:00 AM. Louise Michaud said that people who are not students, that is, those having appointments at the testing centers might not know the college is closed. Local media do carry the announcement, but some people will miss it.
5. **Building Renovations** – Mike indicated that the Spurk parking lot repaving may start before graduation. This will include new curbing, lighting and other improvements. There will be renovations of the Dimitry Building bathrooms. The Amesbury Street building now has only one entrance open, that facing the parking lot. Paul is looking forward to student workers to greet people at building entrances to create a more welcoming atmosphere.
6. **On-Line Learning Success Rate** – Paul indicated that success rate in on-line courses is improving.
7. **Health and Wellness Center Survey** – This should be ready for employees to complete in February.

The meeting ended at about 4:00 PM.

Next MACER meeting is scheduled for Thursday February 16 at 3:00 PM

Respectfully submitted,

Stephen Russell, Ph.D.

NECCPA Secretary