**MACER September 21, 2023 Meeting Notes**

**Management Association Committee for Employee Relations**



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

**Representing NECCPA**: Linda Giampa, Tom Greene, Louise Michaud, Trisha Portanova, Steve Russell

**Meeting held in President’s Conference Room**

NECCPA President Linda Giampa began the meeting at about 3:00 PM, Thursday September 21, 2023.

1. **New Day Contract** – Linda asked if anyone in the NECC management team knew anything about the new Day Contract which is to be effective July 1, 2023. Neither Paul or Mike were knew anything about it. Linda expressed hope that there was some activity setting benchmarks, etc. It appears that management does not have a team put together yet. She also indicated that more than like at the Chapter meeting on September 25, there will be a discussion of Work to Rule.

It is still believed that the funds to pay overdue raises for the Day Contract ending June 30, 2023 will still be appropriated by the legislature in September.

1. **Salary Calculation Errors** – Relating to salary adjustments for interval changes under the prior contract, Linda reported that there appear to be lots of errors. Also, staff appear to have received salary increases as a result of the recent grievance, but no explanation of them. Mike understands the problem. Some relate to lack of statewide guidance on how to process such increases. Linda asked if the time to question mistakes starts 60 days from the first day of the payment of the changed salary. Mike agreed that it did, as that is when the employee first knows about the change.
2. **Classroom Computer Updates** – Linda reported that there are many complaints about classroom PCs not being usable. Mike indicated that problems occur when faculty plug in their own laptops and sometimes in so doing change the wiring for the PCs. He also indicated that there would soon be a “refresh” of PCs in classrooms. This should take place every 5 years and in many cases, has not been done for much longer.

Linda asked if computers in the Faculty Lounge (Room C-213) could be updated, as they have not been for quite some time. Many adjunct faculty use this room to work.

1. **Management Training** – Linda asked if a Union representative could be present for management training programs to discuss responsibilities under the Contracts. For example, when to do evaluations, E-7s, etc.
2. **Navigate Evaluation Tool** – Linda explained that there has been some discussion at the College about a Navigate Tool that allows students to provide instant feedback on Navigate on interactions with advisors, coaches, tutors, etc. Linda advised that the Union would resist the use of such a tool, which would be contractually suspect. Paul knew nothing about the discussion and appeared not to be in favor of the use of such a tool. He will look into it further.
3. **Facilities Problems** – Trisha mentioned that at 420 Common Street in Lawrence, there were falling ceiling tiles. Mike indicated that he is aware of myriad problems at that location and has been addressing them with the landlord and has even withheld rent.
4. **E-mail Forwarding** – Linda said that a recent announcement that college e-mail could no longer be forwarded to personal e-mail addresses seems to have not been well thought out. She understands the security issues behind the directive, but wondered why it is applicable to students, Paul informed us that it would apply to employees and students (where the security risks may be greater.) Moreover, it is not clear that most people know that e-mail and College aps like Blackboard cannot be accessed in most locations outside of the U.S. without prior arrangement. There needs to be greater awareness of this requirement.
5. **Low-Cost Meals** – Mike reported that $3 meals will be available to students and also faculty and staff. The college is subsidizing $1 per meal of the cost.
6. **Shuttle Service** – Mike reported that the numbers of students using the service in the first two weeks are good.
7. **NECC Athletics** – Mike reported on a cultural immersion trip to the Dominican Republic for the baseball team. No state funds are involved in this trip. Also, for the first time in a long time NECC will be fielding a women’s basketball team. The women’s volleyball team is also going strong.
8. **Lawrence YMCA** – This contract for students and staff to use the facility is near to being signed.

The meeting ended at about 3:40.

**Next MACER meeting is scheduled for Thursday October 19 at 3:00 PM.**

Respectfully submitted,

Stephen Russell, Ph.D.

NECCPA Secretary