

MACER August 22, 2024 Meeting Notes

Management Association Committee for Employee Relations



Representing Management: Paul Beaudin, Vivian Cavazzi, Mike McCarthy, Lane Glenn

Representing NECCPA: Linda Giampa, Jeff Mejia, Suzanne Reyes, Steve Russell

Meeting held in President's Conference Room

NECCPA President Linda Giampa began the meeting at about 2:00 PM, August 22, 2024.

1. **New MACER Member** – Linda introduced Suzanne Reyes as the new professional staff representative to MACER.
2. **Early College Programs** – Linda explained that members are concerned about the meaning of the various terms used in these programs and if there are any special requirements when teaching or otherwise interacting with high school students enrolled at NECC. Paul Beaudin explained the different programs under which high school students are enrolled at NECC.

Dual Enrollment means that a course counts as both high school and college credit. Early College students may be enrolled in a class with non-high school students or may be part of a cohort of high school only students most often from a single high school. The former category could include students who are not part of any program, but have enrolled on their own and are not formally identified as Early College students. In the latter case, students are more easily identified and faculty will receive requests for progress reports.

Fifth Year Students are students who have completed courses at NECC completed the requirement for high school but choose to continue to delay receiving their high school diplomas until they complete an Associates degree at NECC. At that time, they would receive a high school diploma.

MACEI students are complex learners who at times may audit courses. CARS is heavily involved in providing them with support services.

All of the categories of high school students are eligible for the services that NECC customarily provides to its students.

Questions have arisen as to what kinds of communication are acceptable between college staff and high school students, or for that matter, any minors. While phone calls or text messages using personal accounts are not a good idea, is Navigate OK? Further

discussions to more clearly define these programs are ongoing between the Union and administrators responsible for the program.

3. **Leadership Change in Lawrence** – Lane Glenn explained that the college will be initiating a search for a new vice-president for the Lawrence campus. A survey will be going out to the college community looking for feedback as to what the duties of a person in that position should be.
4. **Free Community College** – Paul explained that there would be some immediate increase in enrollment, but the full force of that increase may not be felt until the second fall semester and spring. Potential delays occur when a student has not yet completed the FAFSA or MAFFSA. The implications for resources and staffing are not clear at this time.
5. **Minimum Class Sizes** – Paul explained that there is no hard and fast rule. There is a goal that an average class size be 22 or 23. Classes may run with low enrollment if they are required for graduation, or only one section is being offered. Scheduling is often lean as it is better to add sections when classes are filled rather than cancel them for low enrollment.
6. **Health Insurance** – Linda asked if under the Free College program, students who are required to purchase health insurance through the college would be free. Paul responded that no, student would still be required to pay for that. He added that very few students need to buy that insurance. Most are carried under other programs.
7. **Poster Policy** – There was discussion about a new policy whereby materials posted on college bulletin boards would need to be stamped and dated. Student Activities will be taking care of this.
8. **Budget** – Mike McCarthy explained that the monies for free college were offset by the cost of other items in the budget. A revised budget for FY 25 will be presented at the September Trustees meeting. No money was provided by the Legislature for additional support. It is hoped that next year's budget might provide some additional funds for the additional support that is required to support the increased number of students.
9. **Physical Plant Updates** – Mike provided a number of updates
 - a. Student Center roof work will get done in October. Inside ceiling tiles will be replaced.
 - b. B & E Building Renovations will begin in May 2025 with the building remaining closed for one year after that. Renovation will include a new elevator. It is not clear how classes will be accommodated. Temporary structures may be necessary.
 - c. Controlled Access to Buildings – Greater control will be implemented for accessing buildings and rooms, especially after hours. Key cards will be needed.
 - d. El-Hefni alleyway behind the building has been cleaned up at art work may be installed there.
 - e. New Fitness Center bids are due soon. The D building will only be removed once the new center is built.

Meeting ended at about 3:20.

Next MACER Meeting is Thursday September 19 at 3:00 PM.

Respectfully submitted,

Stephen Russell, Ph.D.
NECCPA Secretary