

## MACER Notes for February 16, 2017 Meeting



**Representing Management:** Bill Heineman, Mike McCarthy, Steve Fabbrucci

**Representing NECCPA:** Linda Giampa, Ann Grandmaison, Stephanie Wares, Liliana Brand, John Daly,  
Louise Michaud

**This meeting was held on in the President's Conference Room from 3-4pm.**

### 1. Convocation

- Linda Giampa asked if there can please be enough seats at convocation for everyone that is required to attend.

### 2. Dimitry Renovation

- Giampa has received reports that the Parking Garage in Lawrence is typically almost full most days and inquired as to what will happen once the Dimitry lot is closed during Renovations?
- Bill Heineman stated that he believed some of the parking will become available after some of the renovations are completed.
- Mike McCarthy stated the parking garage is in much better shape than it used to be as they have cleaned it out. He also reported that there is a meeting tomorrow where they will talk about parking spaces for next year.
- Giampa also discussed concerns by Radiologic Technology faculty have that they won't be moved in time for their summer classes and concerned about how faculty would be compensated for time outside their contracted workload.
- Bill Heineman stated that they would be compensated and that it would be talked about at an upcoming meeting.
- Linda Giampa replied that people feel as though there is not much information about the Dimitry move and they would like more information.
- Mike McCarthy stated that a lot of the Dimitry move and renovation is dependent on Spurk and how soon people can move back in. There are lots of moving parts, but we recognize that we have to get the info out there.
- Giampa suggested that there may be a balance that could be found between letting people know what's going on and communicating those things that have been decided and issues that are still being figured out.
- Louise Michaud discussed her concern about Academic Placement and Testing and how they will be impact come their busiest time in August.
- Bill Heineman reported that the original plan was to move the testing center to Riverwalk, but CPAC mentioned that it would be too difficult for students who come in to apply to the college to then be required to go the Riverwalk campus. The concern

was losing potential students who would not end up at Riverwalk after being in Advising in El Hefni. Heineman stated that they are still trying to figure out a space and it would be talked about more at an upcoming meeting.

- Mike McCarthy said that people shouldn't hesitate to send him an email if they have questions.

### 3. Audit Concerns

- Bill Heineman stated that once the draft goes out there will be one week for feedback of the draft and then it will go to cabinet for a vote on March 7<sup>th</sup>.
- Giampa reported that members are concerned and confused about there not being administrative cuts, but all other areas of the college are being looked at.
- Heineman shared statistics on the Academic Affairs budget over the last 5 years:
  - FT faculty budget up 19%
  - AFSCME is flat
  - MCCC Prof Staff – up over 50% - largely due to expansion of the Lawrence campus
  - DCE budget down 3% largely because of fewer sections (pay is up)
  - Management down 10%
  - His budget roughly consists of: 43% faculty, 23% DCE, 10% Prof Staff, 10% AFSCME, 10% management
  - Heineman states that it is not a coincidence that the management budget is down, as Academic Affairs feels that money should be spent on the front lines with Faculty and Staff.
  - He also reports that Management positions in Academic Affairs have decreased over the last 5 years.
- Finance
  - Mike McCarthy stated that the new finance position is a data driven position to start in institutional research and will be responsible for placing costs on our initiatives.
    - For instance, when there is a strategic plan the Administration and Finance needs to work smarter to be able to foresee costs in the future and that this position falls in line with best practices done at other institutions.
  - Linda Giampa stated that members see job postings and that administration should try to make information as transparent as possible.
- Human Resources and Payroll
  - Steve Fabbrucci mentioned that his job postings are a result of a few things:
    - That between himself, Justine Caron and Patricia Bradford reached a tipping point with Title IX investigations and around the same time they also lost one person.
    - The Title IX person has a lower pay than the person who previously worked in HR that left.
    - Payroll had 2.5 people previously but now works more efficiently with only 2 people.

### 4. Availability/Master Schedule

- Linda Giampa reported that members expressed concern with not being able to see the master schedule before they are required to give their availability to the Deans/Assistant Deans.

- Giampa stated that some DCE faculty have the impression that they need to have specific times listed for their availability, which is why they felt they would need the master schedule.
- Both Heineman and Giampa agreed that the availability given should be broad and Heineman asked to have names of Deans who aren't doing that.

5. Early Retirement Incentive

- Please refer to Steve Fabbrucci's email for specific information.
- This will be strictly early retirement and not multiple options.
- There will be info sessions held for members.
- April 14<sup>th</sup> will be the deadline.

6. Distance Education

- Bill Heineman stated that although distance education is not a formal part of the program audit, there will be a memo about Distance Ed agreements.
  - i. This states that distance ed classes will be at a cap of 25 for the first two times the class will run and it will move to 32 seats after the second class.
  - ii. This is still staying within the agreement but it is utilizing the maximum numbers
  - iii. There will be less flexibility with shadow sections and they will need approximately 10 students to run vs. the 5 that it used to be.

7. College Closing Policy

- Bill Heineman stated that the current policy that a class will be cancelled if it was to meet before or during the cancelled time has been adjusted for specific health classes, such as clinicals. The Health Division has its own policy now for clinicals.
  - i. Other faculty have shown an interest in changing this policy so that some of their classes could also meet for at least part of the time.
  - ii. Heineman stated that they have the policy written the way it is because other ways can create unintended problems, but that they were open to re-visiting it.
- Linda Giampa asked what are the closing policies at other schools?
- Bill Heineman stated that they would be looking into that and will bring it to MCCC if changes were to happen.