

MACER Notes for July 21, 2017 Meeting



Representing Management: Michael Pierce, Steve Fabbrucci, Judy Zubrow, Lane Glenn

Representing NECCPA: Linda Giampa, Jennifer Levesque

This meeting was held in the President's Conference Room from 2-3pm.

1. DCE hiring letter for ALP/Fusion courses

- Janice Rogers explained the issue with the Accelerated Learning Program (ALP) and NECC's course master schedule.
 - In Rogers' description of the issue she states, "BANNER is not able to distinguish between the two groups of students within the college-level course, so we are forced to use two CRN's to manage enrollment."
 - To make it clear to DCE instructors on their Tentative Assignment letters that instructors are being assigned six credits and not nine, Rogers and Judy Zubrow presented Giampa with a proposed format of the current letter.
- Linda Giampa discussed the proposal with Joe Rizzo and worked with the administrative assistants' in the Liberal Arts Division prior to the meeting to understand the issue.
- Rogers asked if it was acceptable to use the new letter.
- Giampa gave her approval and does not anticipate any problems.

2. Retrenchments

- Linda Giampa said it has been a difficult summer with several retrenchments occurring. MCCC and ASFME are concerned with the process.
- Giampa discussed that the process is inconsistent and difficult on the remaining employees.
- Giampa and Steve Fabrucci will discuss setting up a group for those areas affected.

3. Morale of members/college community

- Linda Giampa reported that morale is low and anxiety is high amongst members and the college community.
- Giampa said it is important for administration to boost morale by communicating more and making people feel valued.

4. Transparency of process: positions retrenched, new positions, change in position/promotions

- Linda Giampa explained there have been many reorganizations of some areas and members don't know the plan and it is difficult for employees to feel their work is respected.

- Giampa said there needs to be better communication. For example, after the recent retrenchment of an administrator there were employees in Lawrence that weren't informed and did not know who they were reporting to.
- There were also members who were not assigned a person to approve their timesheets after the above mentioned retrenchment.
- President Glenn agreed with Giampa's comments and appreciated her honesty.
- Giampa questioned the recent change in positions and promotions that have occurred.
- Glenn stated that title changes do not always equal a promotion or salary change.
- Giampa said there needs to be more transparency in this process and believes that communication can solve 90% of the problem.
- Giampa offered to be a resource to share communication with members.

5. Issues with Riverwalk

- Linda Giampa reported that parking is a concern.
- Michael Pierce said that there are 30 additional spaces across the street.
- Pierce said his staff will get the word out about the additional spaces.
- The MVRTA will be adding a stop at Riverwalk. Pierce is working with another bus company to see if they can add Riverwalk as well.
- Pierce stated that parking will be an issue in the fall with the numbers of classes being offered.
- Sharon McDermott said that there will be signage for the Writing and Math centers beginning in the fall.

6. Spurk Update/use of prisoners for work

- Sharon McDermott said new furniture is moving into the first floor of Spurk and faculty boxes from Lawrence are coming over as well.
- Michael Pierce said the plan is for deans and their staff to move first (maybe 8/1) then CPD, CIT and tutoring. Pierce said we need to have a permit first before people to start working in Spurk.
- Pierce reported there were some issues with the recent fire inspection. McDermott noted that we cannot have couches in the building and some of the older furniture needs to be discarded.
- Linda Giampa asked how faculty/staff can help. Pierce and McDermott stated:
 - No one should be roaming around the building
 - Have boxes packed and labeled
 - Complete work orders for computers, phones, boxes, etc.
- Giampa reported the concerns she has about prisoners making women feel uncomfortable on campus and asked about who monitors the prisoners.
 - Pierce said he can put out a notice when prisoners will be on campus.
 - The prisoners are monitored by a guard from the prison, but their work is supervised by NECC staff.
 - Pierce said our staff can have a meeting with the prisoners each day about their conduct while working here.
 - McDermott said the prisoners are only here during the summer session and are not here in the fall or spring when students are present.

7. Updates from President

- President Glenn gave a preview of convocation regarding his budgeting principles, college consolidations and NECC enrollment forecast.