

NECC Professional Association Chapter Meeting Notes

October 17, 2016 called to order at 12:05pm in TC 103 and LC-301

1) Linda Giampa discussed pay raises:

- a. She reported that the pay check from 10/7 should have included your new regular salary increase.
- b. Pay period for 10/21 should include retroactive pay from 7/1/16 until the period before 10/7/16.
- c. The supplemental budget for retroactive pay from 7/1/15 through 6/30/16 has been signed by Governor Baker and we will keep you posted as to when we will get that money.
- d. We will have a spread sheet up on www.neccpa.org as to your pay info and how to access your pay stubs.
- e. We will be asking HR why they are not individually calculating the increases for faculty and staff as they have done in the past.

2) Retirement Planning Event

- a. Northern Essex Community College is hosting the Smart Retirement & Beyond seminar presented by the Massachusetts State Retirement Board, the Massachusetts Deferred Compensation SMART Plan and the Group Insurance Commission on Thursday, November 3rd from 6:00 – 8:00 p.m. in the Technology Center (TC), Rooms 103 A and B in Haverhill.
- b. The retirement planning seminar is held exclusively for Massachusetts State Employees. Whether a member is just beginning their career with the state or close to retirement, these seminars are very beneficial. Eligible members learn about the features and latest updates on their pension benefit, GIC health care and the benefits of investing in the Massachusetts Deferred Compensation SMART Plan.
- c. To register, please follow the link provided:
<http://www.mass.gov/treasury/retirement/smart-retire-beyond/>
- d. *Please contact Patty Bradford in Human Resources for information about this event at pbradford@necc.mass.edu*

3) Presentation by Danny Malave, Director of Student Life and Student Conduct Administrator

- a. Student Conduct- if an issue arises with a student he will contact and request to meet with them.
 - i. Most students take responsibility for behaviors and that typically issues arise due to outside stressors that the student is experiencing (homelessness, food, violence, family stressors).
 - ii. He tries to help educate the student to learn from their behaviors and connects them with appropriate resources.
 - iii. If it is not remedied than it goes through the judicial board process.

- b. Care and Concern Team- Many student issues are brought to him through a Care and Concern Form that a faculty or staff member can fill out if they are concerned about behaviors they are witnessing.
 - i. <http://facstaff.necc.mass.edu/vision-and-planning-initiatives/care-and-concern-outreach-team/reporting-a-concern/>
 - ii. Once the form is filled out it goes to Danny and Tina Favara and then goes to the Care and Concern Team to discuss what areas of support will be connecting with the student (Community Referral, Counseling, Learning Accommodations, etc.)
 - iii. If a student's behavior then begins to turn into a conduct issue then Danny will require the student to meet with him.
 - iv. Faculty and Staff are encouraged to tell student about their concerns, to show their support of the student and to inform the student that they may be contacted by the Director of Student Life to help connect them to other services that may help them.
 - v. New handouts are being created for Faculty and Staff to help address issues that may arise with a student and what the proper steps are to assist them. These will be coming within the next few weeks from Karen Hruska, the new Associate Director of Counseling and Psychological Services.
- c. Student Engagement- Danny and the Student Engagement staff provide workshops for students and classroom presentations on Free Speech, Identity, Bystander Training and many other topics.
- d. Student Grievance Officer- Linda Giampa reported that in the past she has seen how the student grievance procedure has been bypasses and gone directly to supervisors, HR, VP's, etc. where the procedures are not followed
 - i. As the new Student Grievance Officer, Danny reports that any student grievances that have come to him have gone through the proper channels and procedures.
 - ii. He also reminded the audience that if a student grievance is an Affirmative Action or Title IX than those grievances go directly to Human Resources. Grade appeals go to Grace Young. Anything else goes through Danny's office.
- e. Question/Answer summary
 - i. Question was asked about if it is ok to call the police
 - 1. Yes, anytime a faculty or staff member feels the need—they are never discouraged from doing so. If there is an imminent threat, police should be contacted immediately.
 - 2.
 - ii. How should the Deaf Community contact security or what are the procedures for getting in touch with someone immediately.
 - 1. Danny reported that he did not know the answer to this question, but that he would find out right away and would reconnect with

the faculty in that area as to how the deaf community can reach him and/or security.

- a. He also stated that he reads his email constantly and would be willing to provide his cell # for immediate texting purposes as well.
- iii. Question asked about why we do not require everyone on campus to have a photo ID so that we can be aware of what a student looks like if there is an alert sent out.
 1. Danny reported that there will be an implementation of a new case management system that would possibly allow us to do that in the future.
 - iv. If a student is listed as Confidential on a faculty roster can the faculty find out more about the situation?
 1. Danny stated that he understand the frustration on the faculty side and that they can call him if they have questions or concerns, but warned that he may not be able to provide them any additional information in those situations.
 2. Linda Giampa asked how members can be assured that they are not in danger-- and Danny replied that he cannot give that assurance.
 3. Danny reminded the audience that just because someone has a criminal record does not mean that you are in danger or that the student is a threat. He stated that the college would never intentionally put the community in danger. He also reminded the members that Northern Essex is an open campus.