MACER April 17, 2025 Meeting Notes

Management Association Committee for Employee Relations

Representing Management: Vivian Cavazzi, Allison Dolan-Wilson, Mike McCarthy
Representing NECCPA: Jenny Fielding, Linda Giampa, Jeff Mejia, Laura Mondt, Susanne Reyes, Steve Russell

Meeting held in President's Conference Room, Haverhill Campus

NECCPA President Linda Giampa began the meeting at about 3:00 PM, Thursday April 17, 2025.

1. **Moves and Renovations Schedules –** Linda asked that personnel involved in having their workspaces moved be notified in advance. The contract requires a 14-day notice relative to moves and reorganizations. Mike said he is trying to squelch all kinds of rumors about possible moves, so he is delaying information until he is absolutely sure of where people are going. The order of notification goes like this: first, the unions; second, NECC website; third, individuals involved.

   Mike said that B and E building moves for the renovations should be done by June 1. He does not want to see people being moved too many times. He added that whatever the Jones study comes up with will relate more to the long term.

2. **Advising Moves and Reorganization** - Relative to the Advising moves, Vivian indicated that unions are notified on April 17 and the individuals were notified at a group meeting on zoom on April 18 at 8:30 AM, followed on the same day by individual letters. Linda questioned whether 8:30 is a good time, since many advisors begin work at 9:00 and April 18 is Good Friday, a day that many people take vacation or personal day.

   All advisors are in Academic Affairs. Those staff who reported to Michelle Sunday will now report to Thomas Cole.

   Linda asked if everyone who is moving will have what they need so they can pack their possessions. Linda also asked that the new spaces be prepared, cleaned and that the technology be ready. This is all especially critical given that NECC is in the midst of the summer and fall registration period.

   Linda pointed out that the new spaces (second floor of the Student Center) where advisors are going are not ideal. There is not much privacy there and sometimes that is necessary when working with students. Also, students are used to hanging out in that area and may be noisy for the advisors. Mike said that there will be alternative spaces for students and that the area has plenty of extra cubicles.

   In Lawrence, all advisors will now be in El Hefini. There will be an academic center there also, with the exact space to be determined.

Before any moves happen, Linda suggested it would be a good idea to ask the people who work with the students what they think. Allison agreed.

3. **Follow-up on Faculty Lounge, C Building** – Mike indicated that he did not know yet what the status of that will be.

4. **Jones Report** – Linda asked if there would be another event where Jones would present more of their findings. Mike indicated that would happen, he hoped, during the first week of May.

5. **Training for new Learning Management System (LMS)** – Linda said that the Day Contract specified seven professional days that faculty can be required to attend . Five are presently being used (2 convocation, Assessment Day, Professional Day and Commencement) , so that would leave two left for LMS training. Vivian said this would be ironed out soon. DCE faculty would be paid to attend that training. Also faculty who participate in the pilot program over the summer will be paid.

6. **Whittier Questions** – Linda reported that there are rumors that the B-Building, once renovations are complete will be used only by Whittier Tech. Mike said that whatever Whittier does will only happen in a 7 to 10 year horizon. Using B-Building is something to consider but no commitments or decisions have been made at this point.

7. **Roof Work in Progress** – Mike reported that the roof replacement on the Student Center is near completion. Also roof repairs for the C-Building are underway.

The meeting ended at 3:40.

Next meeting is Thursday May 15 at 3:00 PM.

Respectfully submitted,
Stephen Russell, Ph.D.
NECCPA Secretary