GREENFIELD COMMUNITY COLLEGE

ACADEMIC AFFAIRS

MEMORANDUM

TO: DCE Unit Adjunct Faculty

CC: Melanie Ames Zamojski, Nicki Fowler, Dawn Josefski, Claire Lobdell, Blair Ruscitti, Eric Sumner

FROM: Carla Oleska, Interim VP of Academic Affairs

DATE: August 15, 2025

SUBJECT: Adjunct Faculty Seniority for 2025-2026

DCE unit adjunct faculty members who are included in the attached Adjunct Faculty Seniority for 2025-2026 list are eligible for reappointment* to teach credit courses, in accordance with Article 10.07 (attached) of the collective bargaining agreement for the Division of Continuing Education and the COVID-19-Related agreements between the MCCC and the BHE. The list shows adjunct faculty members and their years of DCE seniority at Greenfield Community College by discipline area, effective for Fall 2025.

Per Article 10.02 (attached), a unit member acquires reappointment rights by meeting a threshold of having "...taught at least five (5) courses over three (3) consecutive fiscal years in the Division of Continuing Education at the College who has received a satisfactory evaluation in a work area(s)..." Then, once this threshold is met, per Article 10.04 (attached), "for every fiscal year in which the unit member teaches or has taught at least two (2) courses, one (1) year of service shall accrue for purposes of seniority. If the two courses are in different work areas, one year of service shall accrue in each work area." See Article 10, attached, for additional DCE seniority and appointment information.

For questions regarding your DCE seniority, Allied Health instructors may contact Dawn, Nursing instructors may contact Melanie, and all other instructors may contact Blair.

* Adjunct faculty listed here will receive a teaching availability form electronically according to Article 8.02 of the DCE Collective Bargaining Agreement. **Adjunct faculty must maintain their GCC email account in order to receive notification** that their Teaching Availability form as well as tentative assignment(s) and appointment letter(s) (contracts) are ready for their review in MyGCC.

ADJUNCT FACULTY SENIORITY FOR 2025-2026

SUBJECT	NAME		YEARS
ACC	Galbraith	Jeffrey	17
ACC	Wilkins	Doug	3
ANT	Booxbaum	Ronnie	19
ANT	Kapitulik	Brian	4
AHS/ART	Meyer	Nicholas	10
AHS/ART	Dubinsky	Caroline	6
AHS/ART	Cope	Richenda	3
AHS/ART	Hoogendyk	Johanna	2
AHS/ART	Paessel	Noah	2
AGR	Lagreze	Paul	9
AGR	Paulson	Beth	9
AGR	Habib	Deborah	6
AGR	Bergeron	Jennie	2
ASL	Lacy-Limoges	Elizabeth	27
BIO	Devlin	Catherine	18
BIO	Sheldon	Lisa	16
BIO	Moeckel Cole	Stephanie	13
BIO	Williams	Jennifer	13
BIO	Markush	Susan	12
BIO	Moonstone	Beth Anne	6
BIO	Hyde	Amanda	1
BUS	Simmons	Thom	17
BUS	Field	Martha	9
BUS	Galbraith	Jeffrey	9
BUS	Wing	Sarah	7
BUS	Johnson	Ted	1
BUS	Poulin	Stephen	1
CHE	Devlin	Catherine	2
CIS	Wilkins	Doug	37
CIS	Field	Martha	4
CIS	Ehmann	Amy	2
CIS	Paessel	Noah	1
CMN	Ruiz	Lillian	22

Greenfield Community College
Adjunct Faculty Seniority for 2025-2026 *(continued)*

SUBJECT	NAME		YEARS
CRJ	Lanoie	David	21
CRJ	Rice	David	6
CRJ	James	Elda	4
CSC	Ehmann	Amy	6
CSC	Kearns	Trevor	5
CSC	Worth	Caitlin	4
CSC	Heinzman	Eric	1
ECO	Simmons	Thom	21
ECO	Field	Martha	9
EDU	Spelman	Cindy	10
EDU	Pashkoff	Vanessa	4
EDU	Wilkerson	Kelly (Lia)	4
EDU	Durrett	Keira	3
EDU	Becker	Joshua	2
EGR	Ehmann	Amy	15
EGR	Johnson	Ted	8
EGR	Kearns	Trevor	3
EGT	Johnson	Ted	8
EGT	Ehmann	Amy	4
EMS	Bascomb	Christopher	23
EMS	Chapman	Scott	20
EMS	Ruff	Monty	20
EMS	O'Brien	John	19
EMS	Sadoway	Solon	15
EMS	Owen	David	14
EMS	McComb	Laurie	10
EMS	Stevenson	Justen	9
EMS	Hart	Adam	8
EMS	Norris	Ashleigh	5
EMS	O'Neil	Adam	5
EMS	Martin	Adam	4
ENG	O'Connell	William	31
ENG	Ruiz	Lillian	29
ENG	Walsh	Simon	24
ENG	Jones-Monahan	Aileen	21
ENG	Jones-Monahan	Christine	21
ENG	Poulin	Stephen	19
ENG	Barnes	Wendy	17
ENG	Kearns	Trevor	16
EVS (HEC)	Bergeron	Jennie	9
EVS (HEC)	Moonstone	Beth Anne	3
EVS (HEC)	Paulson	Beth	1

Greenfield Community College
Adjunct Faculty Seniority for 2025-2026 *(continued)*

SUBJECT	NAME		YEARS
FST	Nichols	Duane	3
FST	Bascomb	Christopher	2
GEO	Little	Richard	5
GEO	Moonstone	Beth Anne	2
GWS (WST)	Jones-Monahan	Christine	12
HIS	Lund	John	10
HIS	Arnell	Alyssa	7
HSC	Dodge	Jeanne	8
HSV	Becker	Joshua	4
HSV	Harrison	Tom	2
HUD	Devlin	Catherine	1
HUD	Harrison	Tom	1
HUM	Ruiz	Lillian	13
LED	Iverson	John	7
MAC	Markush	Susan	9
MAC	Murphy	Mary Lisa	8
MAC	Tyminski	Claire	8
MAC	Creanza	Nicholas	7
MAC	Friedman	Edward	6
MAT	Beebe	Norman	31
MAT	Keenan	Phyllis	22
MAT	Ehmann	Amy	15
MAT	Worth	Caitlin	15
MAT	Brown	Elizabeth	12
MAT	Heinzman	Eric	11
MAT	Bell-Upp	Dorinda	10
MAT	Kiprono	Festus	9
MAT	Johnson	Ted	2
MAT	Simmons	Thom	2
MOM	Dodge	Jeanne	13
MOM	Tyminski	Claire	4
MOM	Creanza	Nicholas	3
MOM	Friedman	Edward	1
MUS	Smith	Lysha	1

Greenfield Community College
Adjunct Faculty Seniority for 2025-2026 *(continued)*

SUBJECT	NAME		YEARS
NUR	Murphy	Mary Lisa	15
NUR	Sweeney	Susan	15
NUR	Burek	Mia	8
NUR	Ducharme	Cheri	6
NUR	Bodenstein	Courtney	4
NUR	Duprey	Sandra	4
NUR	Pless	Tamara	3
NUR	Stokes	Jennifer	3
NUR	Tibbetts	Robin	1
OLP	Adamczyk	Richard	6
PCS (SPE)	Ruiz	Lillian	25
PCS (SPE)	Morin	Kimberley	4
PHY	Johnson	Ted	10
POL	Gray	Carol	6
POL	Lanoie	David	6
POL	Mark	Paul	3
PSY	Harrison	Tom	25
PSY	Becker	Joshua	19
PSY	Waskiewicz	Thomas	11
PSY	Wiley	Anne	10
PSY	Kurzmann	Atta	8
PSY	Gagliardi	Christina	6
PSY	Spelman	Cindy	6
PSY	Markush	Susan	1
REE	Paulson	Beth	5
SCI	Johnson	Ted	27
SCI	Paulson	Beth	7
SOC	Booxbaum	Ronnie	11
SOC	Kapitulik	Brian	10
SOC	Friedman	Edward	1
THE	Geha	Tom	12
THE	Iverson	John	3

Note: Instructors who taught courses listed below are included or excluded from subject areas as noted below
- AGR includes EVS152, which was changed to AGR 109
- CIS includes DAT, some ADMs; excludes CIS201, 251, 252, 254, which were changed to CSC201, 251, 252, 254
- CMN includes HUM153, which was changed to CMN153
- CSC includes CIS201, 251, 252, 254, which were changed to CSC201, 251, 252, 254
- EGT includes SCI112, which was changed to EGT112
- EVS excludes EVS152, which was changed to AGR 109
- HFW includes LED156, 157, 162, which were changed to HFW106, 108, 116

- HSC includes HUD127, which was changed to HSC127
- HUD excludes HUD127, which was changed to HSC127; excludes HUD137, HUD138, which are with MAT
- HUM excludes HUM153, which was changed to CMN153
- LED excludes LED156, 157, 162, which were changed to HFW106, 108, 116
- MAT includes HUD137, HUD138
- MOM includes some ADMs
- REE includes SCI110, 114, 116, 118, 121-136, 221, 227, 228, which were changed to REE110, 114, 116, 118, 121-136, 221, 227, 228
- SCI excludes SCI 112 which was change to EGT112; and excludes SCI110, 114, 116, 118, 121-136, 221, 227, 228, which were changed to REE110, 114, 116, 118, 121-136, 221, 227, 228

ARTICLE X – Appointment
(The full DCE Collective Bargaining Agreement can be found at www.mccc-union.org/dce-contract-forms/)

ARTICLE X – Appointment

10.01 Unit members shall be given a contract stating the courses, subject areas, and salary to which the unit member has been assigned.

10.02 A unit member who has taught at least five (5) courses over three (3) consecutive fiscal years in the Division of Continuing Education at the College who has received a satisfactory evaluation in a work area(s) shall be eligible for a reappointment in that work area(s).

The fiscal year shall be that defined by the Division of Continuing Education at the College and any course spanning two fiscal years shall be attributed to the fiscal year in which the course begins.

Prior to making tentative appointments, the College shall provide to eligible employees as defined above a course interest and teaching availability form (attachment DCE-A). It is assumed that faculty who do not complete and submit the teaching availability form (DCE-A) are not interested in teaching a course that semester.

10.03 A tentative appointment for one course will be offered first to those eligible unit members as defined above with the longest service in the Division of Continuing Education at the college in that work area, except under the following conditions:

A. the unit member receives an unsatisfactory evaluation;
B. if there are insufficient courses available within the work area of the unit member;
C. if, in the professional judgment of the President, or designee thereof, reasons exist which preclude such reappointment, the President, or designee thereof, shall provide the unit member with a written statement of the reason or reasons for the non- reappointment. The reasons for non-reappointment shall not be arbitrary or capricious.

10.04 For every fiscal year in which the unit member teaches or has taught at least two (2) courses, one (1) year of service shall accrue for purposes of seniority. If the two courses are in different work areas, one year of service shall accrue in each work area. Any outside entity course for which a faculty member is compensated in excess of the salary schedule shall not count towards accruing seniority.

10.05 Any faculty member who does not teach at least one (1) course during a fiscal year will not be eligible for unit inclusion during that year. If a faculty member does not teach at least one (1) course during two consecutive fiscal years, the faculty member will lose previously accrued seniority unless on authorized leave approved by the President of the College, or designee thereof.

A. DCE leave may be authorized for up to two consecutive years.
B. The President of the College or the President's designee must authorize such DCE leave in writing and shall provide that document to the unit member, local Chapter President and to the MCCC President. This notice may be sent electronically.

When determining seniority earned prior to this agreement pursuant to the provisions of 10.04 above, any period of two years or more during which the faculty member taught no course will constitute a break in service and no service prior to said break will accrue to a unit member's seniority.

10.06 If a faculty member is offered and accepts a course which is subsequently cancelled, there will be no break in previously accrued seniority or credit towards eligibility for reappointment.

10.07 By August 15 of each year, the MCCC/MTA shall be provided with the official list of eligible faculty members, including seniority by work area(s), based upon information available at the College for the five years preceding the fiscal year in which seniority is considered for appointment under this article. When the initial list is published, faculty

members shall have thirty days to challenge their relative placement on the list and, upon providing documentation acceptable to the College, the list shall be adjusted appropriately.

10.08 As a condition of employment, unit members will be required to have a resume on file. Prior to initial appointment, unit members shall provide a current transcript(s) and resume to the College. The College will periodically review the status of each unit member's transcript(s) and resume, and may require the unit member to provide updated transcript(s) and resume. The College will pay the cost associated with the unit member's procurement of an updated transcript(s) if such transcript(s) are not already on file with the College. If a unit member's transcript is unavailable for reasons beyond the control of the unit member, the unit member, the Association and the College will meet to discuss what alternatives, if any, to the transcript areavailable.

10.09 Courses that are offered through a contract with an entity outside the College shall not be subject to this article. Whenever a course or courses is or are available to be taught by a unit member through an outside entity, the College shall provide a list of courses with the expected salary range, title of the course and the sponsoring outside entity to the local chapter president or designee at the College, and post a notice on the designated bulletin board(s) for DCE unit members. In cases where the College receives notice of less than ten (10) days, the posting requirement may be waived. All unit members may indicate their interest to the Dean of DCE or designee in teaching one or more of these courses.

10.10 At the end of every session, each College shall forward to the Association President, or designee thereof, a list of all outside entity courses as defined in Article I, including those credit courses not taught by unit members. The list shall include the names of the faculty, the titles of the courses, names of the sponsoring outside entity, salary and credit for each course offered.

10.11 The provisions of paragraphs 10.02 through and including 10.07 shall not apply to unit members teaching one student in a directed/independent study.

10.12 Tentative assignments will not be based on a willingness to teach the course under enrolled.

10.13 If a faculty member eligible for reappointment under Article 10.02 has taught more than one course in the fall and spring semester for a minimum of five (5) consecutive years at a Community College, he or she may anticipate continuing to receive a tentative appointment and assignment of a second course for the next semester at that College, subject to the needs of the College; provided that if the College seeks, for reasons other than low enrollment to appoint or assign only one course to such faculty member, the College shall provide advance notice as may be practical; provided further that any determination to assign only one course shall remain within the College's sole discretion and shall not be subject to the grievance process.

10.14 The parties agree that no employee who hires and/or fires and/or conducts classroom evaluation(s) and/or completes comprehensive evaluation(s) during any continuing education session shall be eligible to teach a course in the Division of Continuing Education during that session unless all eligible faculty, as determined by Articles 10.02 and 10.03 in the work area shall have been offered the opportunity to teach. For purposes of this provision only, "opportunity to teach" means being offered a course which the College has determined will run. Tentative appointment employees shall be made by an administrator other than such employee.

Item 3) Seniority (From the MEMORANDUM OF AGREEMENT Between the Massachusetts Community College Council – DCE Unit and the Massachusetts Board of Higher Education/MA Community Colleges for Summer 2020 sessions. The full agreement can be found at: https://mccc-union.org/2020/03/21/covid-19-related-agreements-between-the-mccc-and-the-bhe/)

A. The BHE/community colleges agree that any faculty member currently with seniority in the DCE unit, who submitted an availability form or was assigned a course for Summer 2020, will not lose any previously accrued seniority under Article X, regardless of whether they teach a class in Summer 2020; such DCE unit member shall not lose any previously accrued seniority unless they would otherwise lose seniority and do not teach a class before January 2021. Those DCE unit members who have taught only courses during the Summer, since Summer 2017, who have submitted an availability form or were assigned a course for Summer 2020, will not lose any previously accrued seniority regardless of

whether they teach a class in Summer 2020; such DCE unit member shall not lose any previously accrued seniority unless they would otherwise lose seniority and do not teach a class before September 2021.

B. The BHE/community colleges agree that any faculty member who has taught classes in the DCE unit, but not yet earned seniority under Article X, shall be held harmless and not lose their accrued classes taught toward seniority unit as set forth in Article 10.02. If they taught 3 or 4 courses over the most recent three consecutive fiscal years as of September 1, 2020, they shall be placed on the seniority list if they teach a fifth course in the Fall 2020 semester, and have received a satisfactory evaluation in a work area. Those DCE unit members who have taught only courses during the Summer, since Summer 2017, who have submitted an availability form or were assigned a course for Summer 2020, will not lose any previously accrued seniority regardless of whether they teach a class in Summer 2020; such DCE unit member shall not lose any previously accrued seniority unless they would otherwise lose seniority and do not teach a fifth course before September 2021, and have received a satisfactory evaluation in a work area.

Item V. Seniority (From the Memorandum of Agreement COVID-19 Pandemic Responses / Fall Semester 2020, which was extended through Intersession 2021.) The full agreements can be found at: https://mccc-union.org/2020/03/21/covid-19-related-agreements-between-the-mccc-and-the-bhe/)

The BHE/Colleges agree that any DCE faculty member currently with seniority in the DCE unit will not lose any previously accrued seniority under Article X if they do not teach a class in Fall 2020; such DCE unit members shall not lose any previously accrued seniority unless they would otherwise lose seniority and do no teach a class before January 2022.

Item V. Seniority (From the Memorandum of Agreement COVID-19 Pandemic Responses / Spring Semester 2021, which was extended through Summer Sessions 2021.) The full agreements can be found at: https://mccc-union.org/2020/03/21/covid-19-related-agreements-between-the-mccc-and-the-bhe/)

The BHE/Colleges agree that any DCE faculty member currently with seniority in the DCE unit will not lose any previously accrued seniority under Article X if they do not teach a class in Spring 2021; such DCE unit members shall not lose any previously accrued seniority unless they would otherwise lose seniority and do no teach a class before May 2022.