

Form DCE-G5

(Unless otherwise agreed, this form shall only be used for the six month period commencing upon the ratification of the parties current CBA) Note: This caveat is because management is doing a trial run of using email communications.

DIVISION OF CONTINUING EDUCATION
STEP TWO MEDIATION REQUEST

To be completed by the grievant and forwarded to the Office of the General Counsel for the Community Colleges within twenty (20) days after receipt of the Step One Decision (DCE-G4) or within fifty (50) days after the receipt by the President of the Step One Grievance Form (DCE-G1), whichever is sooner [see Art. 7.05(B)].

For the Board: _____

Year: _____

Board No.: _____

TO: Office of the General of the Community Colleges
MCCCDCEmediationrequest@middlesex.edu

AND

Office of the General Counsel for the Community Colleges
c/o Middlesex Community College
591 Springs Road Building #2
Bedford, MA 01730

GRIEVANT: _____

GRIEVANT'S ADDRESS: _____

GRIEVANT'S EMAIL COLLEGE ADDRESS (IF UNAVAILABLE, ALTERNATIVE EMAIL ADDRESS): _____

INSERT COLLEGE NAME: _____

DATE OF DECISION OF PRESIDENT: _____

Please be advised that I am hereby submitting notice of my election to proceed to Step TWO, Mediation, of the grievance procedure.

REMEDY SEEKING:

Signature

Date:

cc: Consultant for Higher Education, MCCC/MTA, mtaconsultant@mccc-union.org
MCCC DCE Grievance Coordinator, Grievance-DCE@mccc-union.org President of
the College
College Human Resource Office