

Resolution to Clarify Grievance Procedures

Professional Relations Committee

Faculty Senate

Second Reading April 4, 2022

Whereas if a faculty member feels that they have cause for grievance in matters other than reappointment, tenure, and promotion, they are entitled to file a grievance,

Whereas there is a need for clarity around the timeline in the grievance process,

Be it resolved that the language of the Faculty Handbook Sections II.G be revised as follows:

G. Faculty Grievance Committee

1. If a faculty member feels that he/she/they have cause for grievance in matters other than reappointment, tenure, and promotion ([Section II.F](#)), they are entitled to file a grievance.
2. The grievance should be submitted in writing first to the Department Chair; if there is no resolution it moves next to the dean of the College, and finally to the Provost as outlined below. ~~In the case of the regional campuses, the grievance should be submitted in writing to the dean of the campus, and finally to the Provost.~~
 - a. If the chair, Dean, or Provost are identified in the grievance or have a conflict of interest, then the grievance must be submitted in writing to the next administrative officer in the hierarchy.
 - b. In the ~~rare~~ instance that the chair, Dean, and Provost are all identified in the grievance or have a conflict of interest, the grievance should be sent to the President who will forward it to the Professional Relations Committee of the Faculty Senate for review.
 - c. Each administrative level (**Chair, Dean, Provost**) shall **engage with all relevant parties in a good faith effort to resolve the grievance and document this good-faith effort in their written finding to be rendered** within 30 business days of receipt of the grievance. If no **written** decision is received within **30 business days of faculty filing the grievance at an administrative level**, the faculty member may refer the grievance to the next level.
3. Failing resolution of the grievance by the Provost, the faculty member may submit the grievance to the Professional Relations Committee of the Faculty Senate for review of the case; **the Committee shall rule on the case and submit its recommendations to the President within 90 days of the faculty filing the grievance**

with the Committee. The recommendations of the Committee should be either sustained by the President or returned to the Committee with the objections specified within 30 days of the grievance recommendations being filed with the President by the Committee.

4. In the event that the President returns the recommendations with objections, the Committee should reconsider, taking account of the stated objections and considering additional information if necessary. The Committee shall frame its revised recommendations and communicate them to the President in the same manner as before. Only after study of the Committee's reconsideration should the President make a final decision overruling the Committee's recommendation.

5. The Committee shall communicate the decision in writing to the faculty member, the chair, the Dean, and the Provost within 30 days of the Committee receiving the president's final response.