

**Resolution to Clarify Grievance Procedures**  
Professional Relations Committee  
Faculty Senate

**Whereas** if a faculty member has reason for grievance in a matter other than reappointment, tenure, and promotion, then the faculty member is 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 ~~has~~ feels that he/she/they have cause ~~reason~~ for grievance in ~~matters in a matter~~ other than reappointment, tenure, and promotion ([Section II.F](#)), ~~then the faculty member is they are~~ entitled to file a grievance.

2. The grievance ~~shall should~~ be submitted in writing first to the Department Chair (~~or School Director~~); if there is no resolution it moves next to the ~~dean~~ 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~~ Chair (~~or Director~~), 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~~ Chair (~~or Director~~), Dean, and Provost are all identified in the grievance or have a conflict of interest, the grievance ~~shall 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 (or Director), Dean, and Provost~~) shall within 30 days of receipt of the grievance render a written decision on all issues included in the grievance. If no written decision is received within 30 days of faculty filing the grievance at an administrative level, the faculty member may refer the grievance to the next level. A "day" is defined as a calendar day per Appendix B.
- d. 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 grievance case with 90 days during the academic school year 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.
- e. ~~In the event that~~ If the President returns the recommendations with objections, ~~then~~ the Committee ~~should~~ shall reconsider, taking account of the stated objections and ~~receiving further~~ 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 **Professional Relations** Committee's reconsideration should the President make a final decision overruling the **Professional Relations** Committee's recommendation.

f. **The Professional Relations Committee shall communicate the decision in writing to the faculty member, the Chair (or Director), the Dean, and the Provost as soon as possible and not to exceed 30 days of the Committee receiving the President's final response.**