



TO: Andrew Leavitt, Chancellor
FROM: John Koker, Provost and Vice Chancellor
DATE: January 28, 2020
RE: FAC 9.D.3. Grievance Procedure (Faculty) Policy

On the recommendations of the Faculty Senate, I am recommending your approval of the FAC 9.D.3. Grievance Procedure (Faculty) Policy.

I have attached the policy for your review. Please contact me if you have questions regarding the proposal.

JK/eh

Attachment

Approve

Do not approve

Signature

1-28-2020

Date

OFFICE OF THE PROVOST AND VICE CHANCELLOR

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FAC 9.D.3. Grievance Procedure (Faculty)

Original Issuance Date: 1988-89

Last Revision Date: December 12, 2019

Next Review Date: December 12, 2024

1. PURPOSE

The purpose of this policy is to update policy language to comply with recent System audit for faculty grievance procedure.

2. RESPONSIBLE OFFICER

AVC for Human Resources

3. SCOPE

This policy applies to faculty.

4. BACKGROUND

A recent System Audit showed that UWO was missing a key line identifying who will act as the impartial hearing officer.

5. DEFINITIONS

N/A

6. POLICY STATEMENT

FAC 9.D.3. Grievance Procedure.

3) If the administrative review fails to resolve the problem to the satisfaction of the grievant, the grievant may file a request for review by the Faculty Hearing Committee. If the request follows administrative review, it must be filed within ten working days after the grievant has received notice of the results of the administrative review.

Following the procedures outlined in the sub-chapter titled "Faculty Senate Hearing Committee," the chairperson of the Faculty Hearing Committee shall convene a subcommittee of five faculty who shall review the grievance and within ten working days determine if there exist sufficient grounds for a hearing. If the subcommittee decides to deny the grievant a hearing, its chairperson shall inform the grievant in writing of the reasons for the denial and shall distribute copies of its rationale to the Chancellor and other parties to the grievance.

If the subcommittee decides that a hearing is warranted, it shall conduct its hearing in accord with the procedures outlined in the sub-chapter titled "Faculty Senate Hearing Committee." It shall complete its hearing within thirty working days unless because of extenuating circumstance the deadline is extended by mutual agreement of the grievant and the chairperson of the subcommittee or by order of the subcommittee. At the conclusion of the hearing, the subcommittee shall transmit its findings and recommendations to the grievant and to other parties to the grievance and to the Executive Committee of the Faculty Senate for submission to the Chancellor.

7. REFERENCES

Link to FAC 9.D.3.

<https://www.uwosh.edu/provost/Main%20Highlight/handbooks/online-faculty-staff-handbook/faculty/faculty-chapter-9/reviewing-faculty-concerns/part-d-faculty-grievances-314/fac-9-d-3-grievance-procedure>

8. PROCEDURES

See link above

9. REVISION HISTORY

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|------------|----------------------------|
| 12/10/2019 | Approved by Faculty Senate |
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10. CHANCELLOR'S APPROVAL



Chancellor's signature

1-28-2020

Date