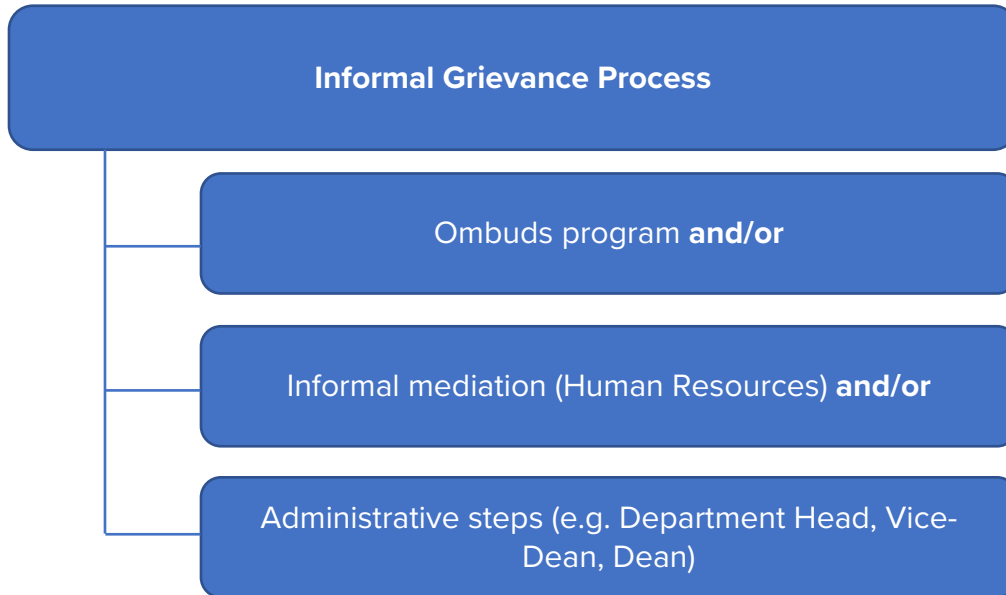


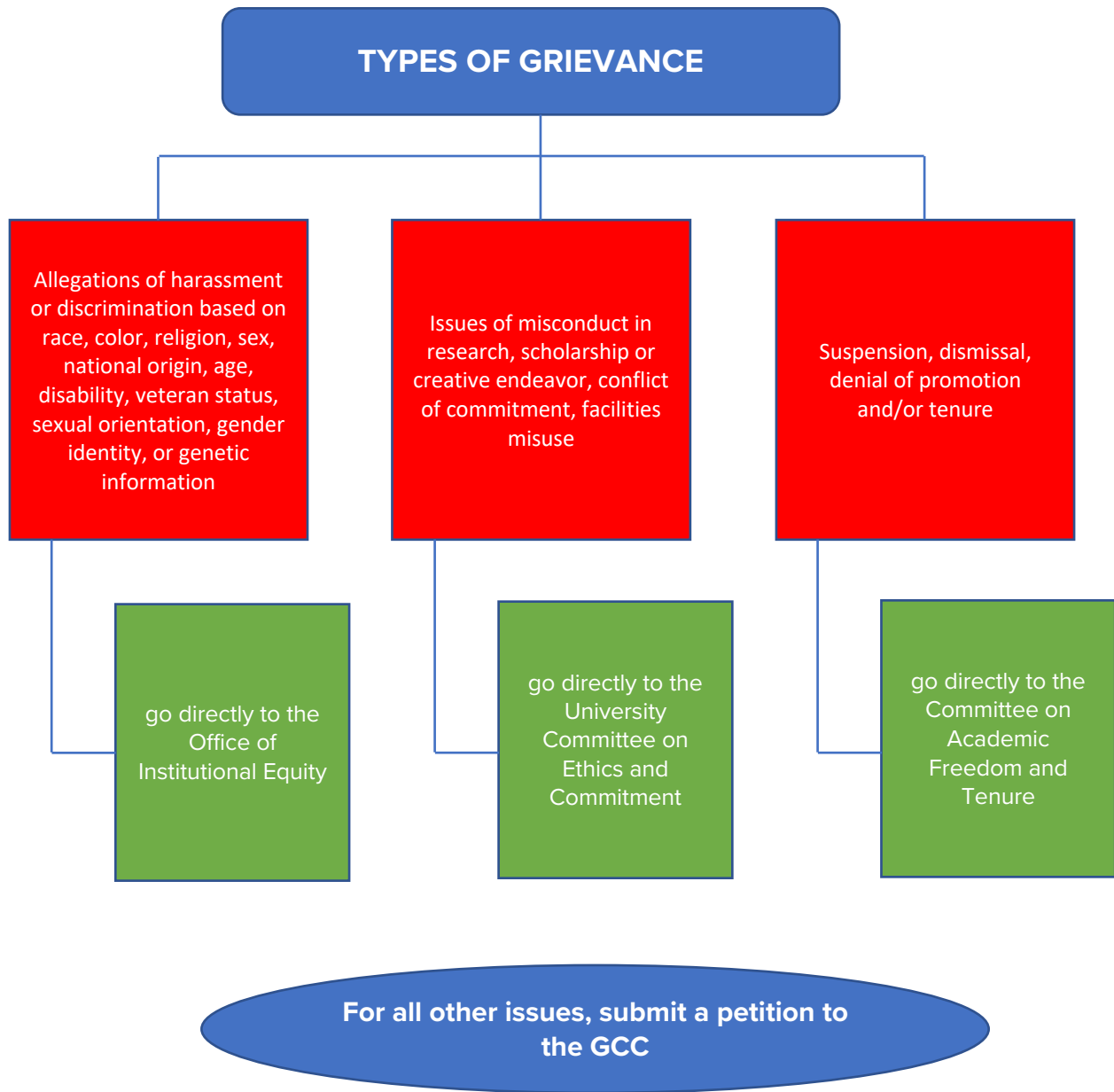
Grievance Flowchart Process

Informal Grievance Process



1. This chart represents informal and administrative grievance processes. Grievants are strongly encouraged to attempt to resolve their grievance through the Ombuds program, information mediation sponsored by Human Resources, and then exhaust all administrative remedies whenever possible.
2. The Ombuds program provides informal assistance to prevent or resolve disputes or problems in a neutral setting, to facilitate communication, to preserve or improve working relationships, and to create a better working environment.
3. Informal Mediation, sponsored by Human Resources, provides neutral, trained mediators from the University community. Those who elect to use this process are provided an opportunity to share their uninterrupted point of view. The mediator does not decide who is right or wrong; instead, the mediator helps people understand the conflict and brainstorm options to solve it.
4. Should informal mediation through the Ombuds program and Human Resources fail, faculty member should then exhaust all administrative remedies whenever possible before filing it with the Faculty Center for review by the Grievance Clearinghouse Committee. Please note that the administrative steps may vary depending on the College. Consult the organizational chart of your College. In most cases, a grievance with a Department Head is reviewed by a Vice-Dean. If the Vice-Dean is unable to resolve the grievance or if the grievant disagrees with the decision, the grievant may then appeal to the Dean. If the Dean's decision is described as final, it cannot be appealed, and the administrative steps have been exhausted. The grievant may then submit his or her petition to the GCC.

Grievance Process



To submit a grievance to the GCC, fill out a petition (https://facultygovernance.arizona.edu/sites/default/files/gcc_petition_for_review_of_a_complaint.pdf). The GCC may suggest administrative or informal resolution or decline to forward the grievance to CAFT or the Committee on Conciliation, as outlined in the Bylaws

1. The Committee on Conciliation has jurisdiction to make inquiry and discuss issues. They consult and advise but do not conduct hearings. If conciliation is not successful, within 30 days the grievant may refer the issue back to GCC.

2. If the GCC declines to forward a grievance to CAFT, as outlined in the Bylaws, the grievant may appeal that decision to a group of neutral faculty appointed by the Chair of the Faculty. With the recommendation of this group, the GCC may then choose either to affirm the decision to decline to send the grievance forward or overrule that decision and send the grievance to CAFT.
3. CAFT reviews grievances referred to them and determines whether or not to recommend a formal hearing. Cases with suspension or dismissal; or with adverse decisions on promotion, tenure, continuing status, or nonrenewal as a result of allegedly discriminatory or unconstitutional action; or for release from employment [ABOR 6-201L] automatically receive a CAFT hearing.
4. Following the formal hearing, CAFT forwards their recommendation to the President, who makes the final decision. The President's decision may be appealed, under certain conditions. See the Bylaws for more information.
5. If the GCC declines to forward a grievance to CAFT, as outlined in the Bylaws, the grievant may appeal that decision to a group of neutral faculty appointed by the Chair of the Faculty. With the recommendation of this group, the GCC may then choose either to affirm the decision to decline to send the grievance forward or overrule that decision and send the grievance to CAFT.