Grievance Process by Type

1. Cases involving 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 [see note]

2. Grievances involving issues of misconduct in research, scholarship, or creative endeavor; conflict of commitment, or facilities misuse

3. Grievances involving allegations of sexual or other impermissible harassment or allegations of discrimination on the basis of race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, or genetic information

4. All other grievances are reviewed by the Grievance Clearinghouse Committee & directed to the proper venue for resolution [see next page]
This chart describes the process faculty or academic professionals must follow, based on the type of grievance

1. *With members of the General Faculty*, 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 automatically receive a hearing from the Committee on Academic Freedom and Tenure [CAFT]

*Note:* Cases involving suspension or dismissal of faculty or academic professionals who are not members of the General Faculty may be brought to the Committee on Conciliation and, if unsuccessful, brought to CAFT, as described in UHAP 6.04.

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.

2. Grievances involving issues of misconduct in research, scholarship, or creative endeavor; conflict of commitment, or facilities misuse should go directly to the University Committee on Ethics and Commitment [UCEC]

3. Grievances involving allegations of sexual or other impermissible harassment or allegations of discrimination on the basis of race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, or genetic information must go directly to the Office for Institutional Equity [OIE]

4. All other grievances should be brought to the Grievance Clearinghouse Committee [GCC] where they will be reviewed and directed to the appropriate venue for resolution, as necessary. A petition, required to file a grievance with the GCC, is available on the Faculty Center website.

General Faculty members may choose to bring any grievance to the GCC, but only after exhausting all administrative options for resolving the grievance in UHAP Chapter 6. Grievants are also encouraged first to explore resolution through mediation or seek help through the Ombuds program, as appropriate. After review, the GCC may decline to forward a grievance to CAFT or the Committee on Conciliation, as outlined in the Bylaws.
Administrative and Informal Grievance Processes

1. Ombuds Program
   - Required or Prescribed by Policy

2. Informal Mediation
   - Recommended, but Optional

3. Department Head or Dean
This chart represents the informal and administrative grievance processes. Grievants are encouraged first to attempt to resolve their grievance through the Ombuds program or through informal mediation, as indicated by the numbers on the flowchart.

1. **Ombuds Program**: 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. Grievants are encouraged to seek assistance through the Ombuds program prior to initiating a formal grievance.

2. **Informal Mediation**: Informal mediation, facilitated through Human Resources, provides neutral, trained mediators from the University community. In informal mediation, the mediator does not decide who is right or wrong; instead, they help the participants understand the conflict and brainstorm options to solve it. Grievants are encouraged to pursue mediation prior to initiating a formal grievance.

3. **Administrative Grievance Processes**: Should informal mediation through the Ombuds program and/or informal mediation fail, the next step for grievants is to exhaust the options available for resolving their grievance up the administrative chain (e.g., unit head, dean, etc.). Under UHAP 6.02, if the grievant disagrees with the administrator's decision, the grievant may appeal that decision to the next administrative level within 10 days. The decision at the next administrative level, however, is final and is not subject to further administrative review.*

**Next Steps**: At this point, grievants who are members of the General Faculty may submit their petition to the Grievance Clearinghouse Committee. A form is available at the Faculty Center website for this purpose.

**Other Circumstances**: Under ABOR 6-201L.3 & L.4, grievants who 1) are faculty or academic professionals and are not members of the General Faculty; 2) have been dismissed or suspended without pay; and 3) have exhausted administrative grievance processes, may submit an appeal to the President that will be referred to the Committee on Conciliation. If conciliation is unsuccessful, the President will provide the grievant with a written notice of dismissal or suspension. The grievant then has the option of appealing the President's notice to CAFT.

*Note that the administrative steps may vary depending on the college/unit and at what level the grievance takes place. In most cases, a grievance with a unit head will be reviewed by a vice-dean or dean, while a grievance with a dean would be reviewed at the provostial level.*
Committee on Conciliation

Grievance Clearinghouse Committee-Directed Processes

1. Committee on Academic Freedom & Tenure [CAFT] Review

2. Committee on Conciliation

3. Neutral Faculty Appeal

4. Committee on Academic Freedom & Tenure Hearing
This chart describes the grievance processes that are overseen by the Grievance Clearinghouse Committee (and are not otherwise mandated in the Faculty Bylaws or UHAP)

1. **Grievance Clearinghouse Committee**: General Faculty members may choose to bring any grievance to the GCC, but only after exhausting all administrative options for resolving the grievance in UHAP Chapter 6 (see flowchart on Administrative & Informal Grievance Processes). Grievants are also encouraged first to explore resolution through mediation or seek help through the Ombuds program, as appropriate.

   After review, the GCC may decline to forward a grievance to CAFT or the Committee on Conciliation, as outlined in the Bylaws. A petition, required to file a grievance with the GCC, is available on the Faculty Center website.

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

3. **Neutral Faculty Review**: If the GCC declines to forward a grievance to CAFT, the grievant may appeal that decision to a group of neutral faculty appointed by the Chair of the Faculty. After consulting the recommendation of this group, the GCC may choose either to affirm the decision to decline to send the grievance forward, or overrule that decision and send the grievance to CAFT.

4. **Committee on Academic Freedom and Tenure**: CAFT reviews grievances referred to them and determines whether to recommend a formal hearing.

   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.