

COLORADO COMMUNITY COLLEGE SYSTEM

SYSTEM PRESIDENT'S PROCEDURES

APPEAL OF COLLEGE GRIEVANCES

SP 3-50b

Reference:

Board Policy on Employee Grievances, BP 3-50

Effective: August 8, 1989

Retitled: September 14, 2000

Retitled: August 25, 2001

Approved:

S/ Dorothy A. Horrell, System President

Application:

This procedure applies to Regular Faculty, Administrators (other than presidents), and Contract Staff at the state system community colleges

Basis:

The policy requires that each college have a grievance procedure approved by the System president. The procedure must include review of grievances by a grievance review committee and a decision by the college president. If the college president's decision differs from that of the grievance review committee, the grievant may appeal to the System president.

PROCEDURE: APPEAL OF COLLEGE GRIEVANCES

1. Notification Regarding Appeal Process

When the college president's decision regarding a grievance differs from that of the grievance review committee, the college president will provide the grievant with a copy of this procedure.

2. Written Appeal

If the grievant wishes to appeal the decision, such request must be submitted in writing no later than ten days after the grievant has been notified of the college president's

decision and must state the reasons why the grievant believes the college president's decision is incorrect. The grievant shall provide the college president with a copy of the request.

3. Forwarding of Record

Upon receipt of a copy of a request for review, the college president shall forward the record of the grievance to the System president within ten days.

4. Decision by System President:

Upon receipt of the record, the System president may request additional information from the grievant and/or the respondent. As soon as possible, the System president's decision will be issued in writing to the college president and to the grievant. Pursuant to the Board policy, the System president's decision is final.