

STATE BOARD FOR COMMUNITY COLLEGES AND OCCUPATIONAL EDUCATION
EMPLOYEE GRIEVANCES

BP 3-50

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ISSUED BY:

Joe D. May, System President

Policy Statement

In the interest of equitable and efficient operation of the System, employees of the Board shall be afforded a mechanism by which grievances can be resolved at the earliest opportunity.

Scope

This policy applies to Regular Faculty, Contract Staff, and college and central System staff Administrators (other than presidents).

Grievable Offenses

Except as noted herein, an employee may grieve any action which violates or inequitably applies Board or college policies or procedures and which adversely affects the employee's working conditions. Grievances must be filed within fourteen (14) days of the date the employee knew or reasonably should have known about the action.

Nongrievable Matters

The following matters are not grievable under this policy except as noted:

- Matters over which the employer is without authority to act.
- Evaluations (See Board policy on evaluations)
- Dismissals, nonrenewals, reductions-in-force, suspensions, disciplinary actions. (See Board policies on due process)
- Reassignments except that a reassignment of a Regular Faculty member which results in a reduction in pay or a loss of due process rights shall be grievable.

Review

The System president shall develop and publish procedures for review of grievances of central staff. Each college president shall develop and submit to the System president for approval procedures for the review of grievances of college staff. Grievance procedures shall be in accord with the following guidelines:

- (1) There shall be informal meetings in an attempt to resolve the issue;
- (2) There shall be review of written grievances by a grievance review committee. This committee shall make a recommendation to the college president for college staff or to the System president designee for System central office staff.
- (3) The college president or the System president designee shall make a decision regarding a grievance. If the president agrees with the grievance review committee's decision, such decision is final. If the decisions of the college president or System president designee and the grievance review committee differ, the employee may appeal such decision to the System president.
- (4) The decision of the System president shall be final.

Procedures

The System president shall promulgate any additional procedures needed to implement this policy.