POLICIES AND PROCEDURES

SUBJECT: GRIEVANCE POLICY
ISSUE DATE: 7/11/17
SUPERSEDES ISSUE DATE: 3/6/17

Policy Title: Grievance Policy

Policy & Procedure Statement:

The following procedures shall apply to grievances by faculty members on issues that include but are not limited to:

• Disciplinary actions such as warnings or suspensions, but not including terminations;
• Alleged violation, misinterpretation or inequitable application of ICOM policies;
• Alleged violation of academic freedom; or,
• Health and safety issues.

The formal grievance procedure shall in no way be a forum for issues that should be resolved at other levels and in other ways. Issues that do not fall under the grievance procedure include:

• Salary and fringe benefits
• Leaves
• Faculty rank and promotion
• Non-renewal of appointments or contracts
• The content of published policies and procedures.

The purpose of this procedure is to assure fairness and consistency in faculty relations, and to resolve complaints internally within ICOM in a fair, effective, and timely manner. No faculty member’s employment or academic status will be adversely affected in any way as a result of using these grievance procedures, nor will ICOM tolerate any retaliatory action against a person using these procedures. The nature of the procedures shall be considered hearings within an educational context, not formal legal proceedings. ICOM shall not be obligated to pay for any expense of either party involved in the grievance.

Approved by: