

### **Faculty Welfare Committee Grievance Procedures**

The Faculty Welfare Committee shall serve as a grievance hearing board in matters of promotion and merit pay decisions. The committee shall mediate, gather information, offer counsel, and make recommendations to the president of the institution where appropriate. As a hearing board, the Faculty Welfare Committee shall not have the authority to overturn decisions previously made.

In all cases, the faculty member concerned will be provided with the results of the committee's deliberations and the reasons for the committee's recommendations.

For the purposes of this committee's deliberation, a grievance shall be defined as an allegation of substantive error of procedures or of due process of law. Mere disagreement with the recommendation of the University Committee on Promotions, the provost, or the decision of the president of the institution shall not in and of itself alone be considered a grievance.

An allegation of unlawful discrimination based arbitrarily upon race, color, national origin, sex, age, marital status or handicap shall be handled through grievance procedures for faculty.

#### Procedure:

When a faculty member feels that he/she has just cause for a grievance, once promotion and/or merit pay decisions have been made, the faculty member may contact the chair of the Faculty Welfare Committee. Upon consultation with the faculty member, the chair may then convene the committee to hear the faculty member's case.

If, in the opinion of the committee, no just grievance exists or the case reaches beyond the purview of the Faculty Welfare Committee, the committee may recommend to the faculty member concerned other avenues of appeal.

If, the committee elects to pursue the matter, it may meet with the department chair and/or provost in cases of merit pay and promotion decisions to mediate and gather information. In exceptional cases concerning promotion, the Faculty Welfare Committee may also meet with the University Committee on Promotions in its mediation efforts. The Faculty Welfare Committee will then decide as to whether, in its opinion, the faculty member's grievance is warranted or not. This decision will be forwarded to the president of the institution who will make a final decision using, among other information at his disposal, the information and recommendation of the Faculty Welfare Committee.

Except as stated above, the Faculty Welfare Committee's deliberations as a grievance hearing board will remain strictly confidential.