

# OREGON INSTITUTE OF TECHNOLOGY

## Grievance Procedure for Faculty OIT-21-321

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### **Purpose:**

The purpose of this grievance procedure is to provide for open communication, which promotes the equitable resolution of employment disputes. This procedure will be construed to protect the substantive rights of interested persons to meet appropriate due process standards and to assure that Oregon Institute of Technology complies with all applicable laws and regulations.

### **Scope:**

This grievance procedure shall apply to all unclassified academic employees with faculty rank

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*the answer to the informal grievance.* The provost will review the grievance and provide a written reply and decision within 21 days from receipt of the formal grievance.

The grievant may then appeal the decision to Faculty Appeals Committee of the Faculty Senate, or may appeal directly to the president without a hearing by the Faculty Appeals Committee within 7

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**The Timeline:**

The grievant initiates informal proceeding with immediate supervisor or dean and then provost	within 60 days after the grievant could reasonably have known about the situation grieved
The immediate supervisor or dean or provost give an answer	within 15 days of initiating the grievance
The grievant files a written formal grievance with provost	within 15 days of receipt of the answer to the informal grievance
The provost will review the grievance and provide a written reply and decision	within 21 days from receipt of a formal grievance
The grievant appeals the decision in writing to Faculty Appeals Committee of the Faculty Senate, or the President	within 7 decision.
If the grievant chooses to appeal the decision to the Faculty Appeals Committee, such committee holds the preliminary hearing  if necessary, holds the formal hearing  submits its findings and recommendations to the president	no later than 10 days prior to the formal hearing within 30 days of receipt of the written formal complaint within 10 days of the conclusion of the formal hearing
The president, or a designee of the president, issues a written decision, copied to the grievant	within 180 days of filing the formal grievance with the provost

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