



THE UNIVERSITY of
NEW ORLEANS

Grievance Review Committee

Charge:

If the faculty member wishes to continue the grievance process, he or she may file the grievance with the Grievance Review Committee (see Appendix 1: Composition of the Grievance Review Committee). The Form of Grievance (attached to this policy) along with all written communications that were part of the attempt to resolve the matter to this point are to be sent to the Chair of the GRC, with a copy to the person against whom the grievance is being filed. Within 10 working days of receiving the materials of the grievance, the GRC will review them and determine if the criteria for a grievance as specified in this policy are met (see above, Section 1, Introduction--General Principles). The GRC may contact any of the parties involved in the matter to this point to seek additional information or to verify the documentation it has received from the grievant. The purpose of the GRC at this stage is to facilitate the process of the grievance by assisting the faculty member in clarifying the issues at hand and formulating the Form of Grievance. The GRC review shall be based on and limited to the statement of grievance and the proposed resolution as stated, and it will make no judgment as to the merit of the grievance per se. If the GRC is not satisfied that the statement of the grievance meets the criteria of this policy, it may return the Form of Grievance and accompanying materials to the faculty member with suggestions for correction or clarification and the option of resubmission. The grievant will have 7 calendar days to resubmit the grievance to the GRC.

Membership:

The Grievance Review Committee (GRC) is composed of one voting member and one alternate elected by the faculty of each of the colleges and the Library from among its tenured faculty. Elections shall be held in the units no later than April 20 each year and shall be conducted according to the method used for choosing the unit's Senate Executive Board members. Members and alternates from each college shall serve concurrent terms of three years. If at any time the voting member from a unit is unable to serve by reason of official leave or short-term absence, the alternate shall take his/her place. Alternates will not attend meetings of the GRC if they are not replacing voting members. The terms of GRC members shall be staggered.