3359-23-02 Part-time faculty grievance procedure.

A part-time faculty member who wishes to file a grievance shall follow these procedures:

(A) The part-time faculty member shall first attempt to reconcile the grievance through the department head.

(B) If the part-time faculty member does not feel the matter has been resolved satisfactorily, the part-time faculty member may file an appeal to the appropriate academic dean. Such an appeal must be stated in writing giving the nature of the grievance and the reason for appeal.

(C) If the part-time faculty member feels that the grievance has not been resolved satisfactorily by the academic dean, the part-time faculty member may appeal to the part-time faculty grievance committee. This committee is composed of the associate provost; the director of academic services (chair), who receives the complaint, and three part-time faculty members appointed by the president to hear this complaint. The three part-time faculty members so appointed must hold a lecturer rank equal to or higher than that of the person filing the complaint and cannot be from the same discipline or teaching area as the complainant. The part-time faculty grievance committee on receiving the complaint will make every effort to reconcile the matter in an expeditious manner and make its recommendation to the provost for final determination.

(D) The provost may accept the recommendation of the part-time faculty grievance committee in whole or in part or may reject it in its entirety. In any case, the decision which the provost makes is final.

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