**Texas Tech University**

**Honors College**

**Grievance**

**Purpose**:

 To prescribe policies and procedures concerning the faculty grievance procedures- typically those issues that cannot be solved by dispute resolution

 (*admission to tenure, grounds for termination, termination procedure, and notice of non- reappointment or termination are not to be covered by the procedures noted below*)

**Honors preamble**: *In the interests of promoting a collegial environment at the Honors College, and without infringing upon the rights of a faculty member to pursue all appropriate avenues of lodging a grievance, the College recommends that upon the receipt of a grievance, and subject to acceptance by the grievant, attempts at resolving the issue internally may be made by referring the issue to the College Dispute Resolution Committee. If the grievant is still not satisfied with the outcome of mediation by said committee, the grievant has the right to pursue his/her grievance via official university channels in accordance with the Operating Policy/Procedure, OP 32.05 .*

**Review**:

 Frequency of review of this procedure (every 2 years)

**Policy/Procedure:**

 To assist administrators and faculty in working harmoniously toward the collective goals and objectives set forth by the Board of Regents; efforts will be made to determine the facts surrounding that grievance and to respond appropriately and justly.

 To address grievances of faculty members related to the actions or decisions of administrators and to provide a mechanism for resolving them. (This does not cover tenure, termination and non-reappointment).

 Whenever possible, problems should be solved at the administrative level at which they arise-if not, use appropriate channels established by the university.

 A faculty member has the right to present grievances individually or through a representative who does not claim the right to strike.

 A faculty member may present a grievance without retaliation. The filing of a grievance, however, shall not affect the ability of Texas Tech University to pursue disciplinary or separation actions.

 A faculty member holding an administrative position will have access to these procedures with regard to faculty duties, but will not have access to the procedures with regard to administrative duties (see OP 70.10).

 After the grievance is presented, the time periods for action prescribed in these procedures should be followed unless reasonable extension is required by unusual circumstances or because a deadline occurs between semesters or in summer, when relevant persons are away for extended periods. In the absence of the foregoing conditions, times for action should be extended only for university holidays or by mutual agreement of the parties and, in an appeal, with concurrence of the Grievance Committee.

 Grievance Initiation and Hearing

 Appeal to the President

 Grievance Committee Hearing

 Faculty Grievance Panel