A Guide to Faculty Grievances and Other Grievances Faculty May Encounter

Section 3.9 of the *Faculty Manual* outlines Westminster College’s processes for informal and formal resolution of faculty grievances. This reference guide identifies the campus personnel who should be contacted first when grievances of various kinds arise.

The basis of a grievance is a situation in which a faculty member has reason to believe that he/she has been the target of discrimination, harassment, or threatening behavior or that his/her contractual rights or right to academic freedom have been violated.

**If personal safety is in question**, immediately contact TABIC (threat assessment & behavior intervention committee, committee composition: Dean of Students, General Counsel, Human Resources, Counseling Services, Director of Campus Patrol, Director of the Office of Environmental Health and Safety, Assistant Dean of Students, Student Retention and Development).

**Discrimination and harassment**: reports of discrimination based on race, color, religion, sex, national origin, age, sexual orientation, and/or disability status should be reported to the Title IX Coordinator/EEO Compliance Officer or Human Resources.

**Violations of contractual rights or academic freedom**: Pursue informal resolution with faculty colleagues or deans, informal or formal resolution with the Chief Academic Officer, then formal resolution with the Chair of the Faculty Affairs Committee.

**Grievances concerning work-related conflicts and other policy violations**: Consult faculty colleagues, Program Chair/Director, Dean, Chief Academic Officer, or Chair of Faculty Affairs.

**Grievances concerning disability accommodations**: Consult the Human Resources Department. Students should consult the START Center.

**Grievances from staff who report to faculty**: If not related to immediate safety, consult with the Human Resources Department.

**Grievances from students concerning faculty**: If related to immediate safety, see above. If related to Title IX or discrimination based on race, color, religion, sexual orientation, sex, or national origin, see the Title IX Coordinator/EEO Compliance Officer.

All student academic grievances should be reported to the Dean of the school where the grievance originates, so the grievance policy of the school may be followed. Discussion of grievances that students report about faculty (not grade-related) should be begin with the involved faculty member, the Chair of the program, and/or the Dean of the school.

rev. 8/24/2015