

**Faculty Grievance Committee**  
**GUIDELINES AND PROCEDURES FOR REVIEW OF COMPLAINTS**

**The Faculty Grievance Committee (FGC)** should provide an unbiased and independent forum for issues that do not qualify as formal grievances under the University policy for “Grievance Process and Conflict Resolution” (UM1564), but for which the faculty member involved seeks redress. In such situations, the FGC will consider the complaint and all available evidence and render a recommendation if it deems appropriate. The FGC has adopted the following guidelines and procedures for the review of complaints:

1. The issue must concern a matter other than tenure and promotion reviews (for which a committee already exists) or discrimination under the law or any issue for which legal action has begun.
2. The complainant must first determine that his or her request has been denied (or a hearing refused, or no timely response given) by administrators.
3. The FGC will make a preliminary determination whether the reported issue is of sufficient gravity to warrant the issuance of a recommendation to the administration, and will decide promptly whether to hear the case.
4. If the FGC agrees to hear the complaint, it will first attempt to mediate the disagreement by working with the complainant and the administrator involved.
5. If mediation is unsuccessful, both the complainant and the relevant administrator(s) will be asked to provide material evidence at a timely hearing before the FGC. The FGC will arrive at a recommendation by majority vote and forward it to the administration and the complainant within 10 working days of the hearing. In its deliberations, the FGC will consider its perceptions of procedural and distributional justice, publications of the American Association of University Professors, the prevailing policies of other universities, and other appropriate sources.