

CLAS Grievance Process

Faculty salary grievances fall under **Article VII, Title B.b.i** of the College's Bylaws (2016):

The DAC-NTTF and DAC-TTF serve as college-level review committees for faculty grievances or appeals pertaining to merit reviews, salary, or matters of faculty misconduct. Concerns should be addressed to the associate dean who chairs the DAC-NTTF and DAC-TTF after consultation with the relevant college policy."

Proposed addition: If the relevant committee is dealing with another process involving the faculty member, the dean may appoint an ad-hoc personnel committee.

Procedure with respect to salary grievances:

- As stated in CU Denver policy 2006, "Faculty members who wish a reconsideration of their annual salary award (based on market and/or equity issues) shall, within 10 working days of receipt of their salary letter...submit a letter to the dean outlining the reasons why they believe their salary should be adjusted."
- Upon receipt of that letter, the dean asks the associate dean for faculty and staff affairs to convene the appropriate Dean's Advisory Committee (DAC-NTTF or DAC-TTF).
- The associate dean gathers appropriate documentation from CLAS HR and, when necessary, CU Denver HR for distribution to the committee members for review.
- The committee then meets to discuss the grievance and make a formal recommendation to the dean.
- As stated in policy 2006, "The dean shall make a final determination and, if warranted, adjust the faculty member's salary. The dean shall notify the faculty member of the decision and issue a new salary letter, if needed."
- The process shall be completed within three months of the College's distribution of individual salary letters.

This policy will be sent to the CLAS Council in fall 2019 to append to the College's Bylaws.