

**Section:** Grievance Policy

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**Sponsoring Unit/Department:** Office of Dispute Resolution

## Grievance Policy

All employees are expected to attempt to resolve matters through informal discussion as soon as an issue arises. If an issue is not resolved, the employee may submit a grievance to resolve a difference of opinion about policy interpretation or implementation.

### Scope of Grievance

A grievance is a claim by an employee that working conditions have been adversely affected by the misinterpretation or misapplication of a written policy or procedure.

Except where conflicts with written policy or procedure occur, grievable issues do not include supervisor decisions regarding an employee's performance, expectations, and/or job duties, which include content of performance evaluations and corrective/disciplinary action.

### Grievance vs. Complaint

A concern regarding policy interpretation or application may be the subject of a grievance. See [Grievance Procedure](#).

A concern regarding the conduct of a co-worker may be the subject of a complaint. [Office of Dispute Resolution](#).