

Faculty Grievance Process

INDIANA UNIVERSITY SCHOOL OF MEDICINE

Purpose

The Faculty Grievance Committee of the School of Medicine is to hear grievances of faculty members and librarians concerning dismissal, non-reappointment, tenure, promotion, academic freedom, salary adjustment or other conditions of work. The responsibilities of the Committee are to gather information regarding the substance of the grievance, consider its findings (in light of existing policies and principles of collegiality and fairness), prepare a timely written report of its findings and recommendations, and notify the Grievant and the Dean of its findings. In cases in which the Committee considers that the rights of the faculty member or librarian have not been adequately protected, the Committee should formulate a recommendation for remediation.

Composition

The Committee shall consist of the President, Past-President, and President-Elect of the Medical School faculty and three to five other faculty members chosen by them, in consultation with the Dean and the aggrieved faculty member. In cases involving a clinician, scientist or librarian, a member of that category shall be appointed to the Committee. The Chair of the Committee, elected by the Committee itself, shall be a faculty member who is tenured and has been a member of the faculty for at least five years. The Committee may request legal advice. The pool of potential Committee members will be obtained, in part, by including this Committee in the annual Faculty Elections Preference Sheet.

Availability

The Committee shall be available to all full-time, regular, clinical or scientist faculty members or librarians of the School of Medicine at any of its campuses. The Dean may ask the Grievant to refer their problem to the Committee for its recommendation.

Procedures

- The Committee is expected to convene a meeting with the aggrieved person within one month after the person or the Dean has asked the President of the faculty, in writing, for assistance in resolving the grievance.
- The Committee shall have access to any documentation held by the Administration that is relevant to the grievance, if the faculty member agrees, in writing, to provide such access.
- The aggrieved person and the Dean or the Dean's representative may have up to two other persons present at the hearing, but all parties must be informed as to the names and purposes for attending the hearing and must agree to their presence.
- The Committee is expected to provide its advice in writing to the aggrieved person and to the Dean within two weeks of the meeting.
- The proceedings, information gained, and conclusions of the meeting shall be held in strict confidence.

This Committee has been created to provide a means of arbitration of issues before an external process is undertaken. Utilization of the Committee's services shall not supplant, hinder or preclude the right of a faculty member to obtain a formal IUPUI Board of Review hearing. The Grievant should pursue only one avenue of redress at a time.