

## **School of Natural Resources and Environment**

### **Grievance Policy and Procedures for Postdoctoral Research Fellows**

Grievance procedures are available to an SNRE Postdoctoral Research Fellow who has a dispute or disagreement with faculty or staff about the equity and fairness of decisions or procedures that affect the conduct of research.

#### **Scope of the Policy**

Other University policies and procedures may apply to other allegations of faculty and staff misconduct. Such matters will be governed by appropriate policies administered by other University units:

- Complaints that a member of the faculty or staff has engaged in research misconduct will be handled by the Office of the Vice President for Research. (<http://research.umich.edu/policies/integrity-policy/>)
- Complaints that a member of the faculty or staff has violated the University's non-discrimination and harassment policies will be investigated by the University's Office of Institutional Equity. (<http://www.hr.umich.edu/oie/>)
- Claims that a member of the faculty or staff has violated employment contracts will be investigated by Academic Human Resources. (<http://hr.umich.edu/acadhr/>)

A Fellow who alleges misconduct by a faculty or staff member must pursue the complaint in the most appropriate forum. A Fellow may not pursue the same allegation in different venues. Fellows who agree to have a dispute mediated under this policy agree not to pursue the same matter in any other forum within the University. Any questions regarding where to pursue a particular complaint should be directed to SNRE's Human Resources Administrator.

#### **Grievance Procedures**

The following procedures are available to Postdoctoral Research Fellows who wish to complain of any action or inaction, within the jurisdiction or control of the School of Natural Resources and Environment, which the Fellow alleges to be in violation of law or University policy or to be unfair, arbitrary, or capricious.

- A. The Fellow should seek to resolve the matter by informal means through his/her mentor or supervisor.
- B. If the matter is not satisfactorily resolved, the Fellow may seek resolution by informal means through the School's Associate Dean for Research.

- C. If the matter is not satisfactorily resolved by the Associate Dean for Research, the Fellow may seek formal resolution through the Dean of the School of Natural Resources and Environment by submitting a written statement to the Dean describing the alleged wrong, the facts which the fellow believes support the allegations, and the disposition of the matter at prior informal steps.
- D. The Dean should seek to resolve the matter impartially and promptly.
  - 1. The Dean may seek advice from the Executive Committee or establish an *ad hoc* committee for advice on the matter.
  - 2. The Dean (or designated representative) will consult with the Office of Academic Human Resources and/or the Office of the General Counsel to assure correct and consistent interpretation of University policy and/or the law.

When the Dean decides the matter, the Fellow will be informed in writing of the decision and the reasons for the decision. No adverse action may be taken against a Fellow for use of the grievance procedures.