

**GRIEVANCE POLICIES
PASPU/APPUSP**

Approved by the Board of Directors
24 May 2016

Grievance Officer

1. The Board of Directors appoints a Grievance Officer who may be a member of the Board or another Member of the Association, even an Associate Member.
2. The Grievance Officer receives and handles Member complaints regarding a violation of the Collective Agreement (CA).
3. The Grievance Officer is the representative of the Association in a grievance proceeding (CA arts. 10.1 – 10.10), unless the Board makes some other provision.
4. The Grievance Officer is to represent the Association at grievance-related meetings of the Canadian Association of University Teachers and the Ontario Confederation of University Faculty Associations.

Procedure for Filing a Grievance

1. A Member who believes that a provision of the Collective Agreement or an employment contract has been violated should communicate the complaint to the Grievance Officer.
2. The Grievance Officer determines whether to grieve in keeping with Article 10 of the Collective Agreement. In the absence of the Grievance Officer, the President or Vice-President files the grievance.
3. The form below, with appropriate modifications, may be used to submit the grievance to the Employer.
4. If the grievance is unsuccessful, the Board of Directors determines whether further action should be taken (CA art. 10.11 on arbitration).

Grievance Form
Professors' Association of Saint Paul University

Name of grievor

Department (Faculty or Library)

Nature of grievance (e.g., denial of promotion)

Article(s) of Collective Agreement violated

Remedy sought

Signature of Member

Date

Signature of Association representative

Date