

UNMARKED COPY APPROVED BY THE COMMITTEE ON COMMITTEES & SENATE EXECUTIVE COMMITTEE

Tenth-Year Review

STUDENT-FACULTY COMMITTEE ON GRIEVANCES [Tier 3]

1) Name of Committee followed by [Tier Number for Committee Members]:
Student-Faculty Committee on Grievances [Tier 3]

2) Brief Description:

Receives, investigates, and reviews complaints by students against faculty members (concerning academic responsibilities) and makes recommendations to the President.

3) Background:

4) Charge and Responsibilities:

The responsibilities of the Student-Faculty Committee on Grievances shall, as designated by [OAR 571-03-0006](#), be to: (1) Make itself readily accessible to all members of the University community, and determine in each case whether a particular grievance falls within its jurisdiction; (2) Receive complaints or grievances against faculty, either officers of instruction or officers of administration, arising out of their responsibilities as officers of the institution; (3) Investigate and review these complaints or grievances in an informal manner, affording full opportunity to the concerned faculty member to be heard; (4) Attempt to resolve differences or adjust grievances in an amicable fashion consistent with the understanding of the parties and the best interests of the University; and, (5) Issue such findings and recommendations (furnishing copies to the persons concerned) to either the President (if the grievance was initiated by a faculty member) or the appropriate Vice President (if the grievance was initiated by a student) as appear appropriate under the circumstances. The complete operating procedures for the committee are described in [OAR 571-03-0006](#).

5) Membership Requirements:

The membership of the Student-Faculty Committee on Grievances is fixed by OAR Statute ([OAR 571-03-0006](#) (1)) and shall be composed of an equal number of students and faculty. Suggested membership is 3 faculty and 3 students.

6) Leadership Structure (Chair, Convener &/or Staff):

- a) Chair: elected from the committee membership
- b) Convener: Associate Vice Provost for Academic Affairs
- c) Staff:

7) Election Schedule for Chair (quarter, week or “at the first meeting”):
At the first meeting

8) Length of Term: Not specified in the OAR

- a) Non-Students (faculty, OA's, OR's, Classified): 2 years, staggered
- b) Students: 1 year
- c) Ex officio: indefinite

9) Term Limits: Not specified in the OAR

- a) For the Chair: 2 consecutive terms
- b) For Committee Members: 2 consecutive terms. Students are appointed as needed, according to the last committee report filed by the Convener
- c) Ex officio: none

10) Frequency of Meetings:

As needed (case by case)

11) Workload Designation expressed as [Tier # in brackets] followed by hours:

- a) For the Chair: [Tier 3]
- b) For Committee Members: [Tier 3] Light workload 0-30 Hours per year: 5-10 hours in meetings per case, 15-20 hours outside of meetings per case; usually 0-2 Cases per year.

12) Reporting Deadline(s):

The committee shall make a report to the Administration and to the University Senate. At a minimum the report to the University Senate shall be in the form of an annual written report submitted by the Committee Chair to the Senate President and Senate Executive Coordinator no later than June 1. The committee shall also make additional written or oral reports to the Senate as necessary.

13) Current Members [***Leave blank at present***]:

14) Category or Type:

External Board

15) Department

Grievance and Appeals

16) Selection Process:

Appointed

17) Additional Information:

MARKED COPY APPROVED BY THE COMMITTEE ON COMMITTEES & SENATE EXECUTIVE COMMITTEE

Tenth-Year Review

STUDENT-FACULTY COMMITTEE ON GRIEVANCES [Tier 3]

1) Name of Committee followed by [Tier Number for Committee Members]:

Student-Faculty Committee on Grievances [Tier 3]

2) Brief Description:

Receives, investigates, and reviews complaints by students against faculty members (concerning academic responsibilities) and makes recommendations to the President.

3) Background:

4) Charge and Responsibilities:

The responsibilities of the Student-Faculty Committee on Grievances shall, as designated by [OAR 571-03-0006](#), be to: (1) Make itself readily accessible to all members of the University community, and determine in each case whether a particular grievance falls within its jurisdiction; (2) Receive complaints or grievances against faculty, either officers of instruction or officers of administration, arising out of their responsibilities as officers of the institution; (3) Investigate and review these complaints or grievances in an informal manner, affording full opportunity to the concerned faculty member to be heard; (4) Attempt to resolve differences or adjust grievances in an amicable fashion consistent with the understanding of the parties and the best interests of the University; and, (5) Issue such findings and recommendations (furnishing copies to the persons concerned) to either the President (if the grievance was initiated by a faculty member) or the appropriate Vice President (if the grievance was initiated by a student) as appear appropriate under the circumstances. The complete operating procedures for the committee are described in [OAR 571-03-0006](#).

5) Membership Requirements:

The membership of the Student-Faculty Committee on Grievances is fixed by OAR Statute ([OAR 571-03-0006](#) (1)) and shall be composed of an equal number of students and faculty. Suggested membership is 3 faculty and 3 students.

6) Leadership Structure (Chair, Convener &/or Staff):

- a) Chair: elected from the committee membership
- b) Convener: Associate Vice Provost for Academic Affairs
- c) Staff:

7) Election Schedule for Chair (quarter, week or "at the first meeting"):

At the first meeting

8) Length of Term: Not specified in the OAR

- a) Non-Students (faculty, OA's, OR's, Classified): 2 years, staggered
- b) Students: 1 year
- c) Ex officio: indefinite

9) Term Limits: Not specified in the OAR

- a) For the Chair: 2 consecutive terms
- b) For Committee Members: 2 consecutive terms. Students are appointed as needed, according to the last committee report filed by the Convener
- c) Ex officio: none

10) Frequency of Meetings:

As needed (case by case)

11) Workload Designation expressed as [Tier # in brackets] followed by hours:

- a) For the Chair: [Tier 3]
- b) For Committee Members: [Tier 3] Light workload 0-30 Hours per year: 5-10 hours in meetings per case, 15-20 hours outside of meetings per case; usually 0-2 Cases per year.

12) Reporting Deadline(s):

The committee shall ***make a*** report to the Administration and to the University Senate. At a minimum the report to the University Senate shall be in the form of an annual written report submitted by the Committee Chair to the ***Senate President and*** Senate Executive Coordinator no later than ~~the final University Senate meeting in May~~***June 1***. The committee shall also make additional written or oral reports to the Senate as necessary.

13) Current Members [***Leave blank at present***]:

14) Category or Type:

External Board Standing Committee

15) Department

Grievance and Appeals

16) Selection Process:

Appointed

17) Additional Information: