APPENDIX I: CATEGORY II GRIEVANCE PETITION

* All forms in this Manual are available as separate PDF files from the Faculty Senate website:  
http://www.clemson.edu/faculty-staff/faculty-senate/manuals.html

Name of Petitioner _____________________________________________

Who shall consider this petition?  Grievance Board  Provost  (circle one)

In order for the Grievance Board and/or the Provost to determine whether or not a matter is grievable as a Category II grievance, you are requested to provide the information indicated below:

1. The name(s) of the specific individual against whom the grievance is filed.
2. The dates upon which the grievable matter occurred.
3. The specific provision(s) of Category II Grievance under which you believe the matter to be grievable. Please check the appropriate blank(s):

   _____a. the improper or unfair (to the complainant) implementation of departmental, college, or University policies or procedures by persons authorized to implement such policies or procedures. (Please reproduce below or provide a citation for the specific policies or procedures involved.)

   _____b. the improper or unfair (to the complainant) application of recognized criteria or guidelines used in formal review processes by persons authorized to conduct such reviews. (Please specify below or provide a citation for the criteria or guidelines involved.)

   _____c. the improper or unfair (to the complainant) assignment of professional duties by an administrator. (Please indicate below the specific duties assigned.)

   _____d. the improper or unfair appraisals (by an administrator) of the complainant’s performance. (Please indicate below the elements of performance, i.e., teaching, research, service, that have been improperly or unfairly appraised.)

   _____e. the improper or unfair denial (by an administrator) of the complainant’s access to departmental, college, or University resources. (Please specify below the nature of the resources that have been denied.)

   _____f. the improper or unfair determination (by an administrator) of the complainant’s salary increment. (Please append any relevant data on this subject.)

   _____g. improper or unfair treatment by faculty colleagues or supervisors that reflect serious, aggravated lack of civility and/or lack of professional responsibility, that is, actions, activities, or behaviors which seriously disrupt the normal workday or educational mission.

   _____h. other matters that the Provost together with the Grievance Board may determine are grievable. (Attach proof with respect to the alleged unfairness.)
4. If one or more administrators are involved in your response to 3, above, please specify the elements of impropriety or unfairness that entered into the exercise of his or her (or their) judgment(s) (e.g., favoritism to others, prejudiced opinion of your teaching or research specialty, etc.)

5. Please list below the supporting documents that are appended to this petition.

6. Please indicate below the specific relief sought.