

THE CALIFORNIA STATE UNIVERSITY
CONTRACT GRIEVANCE FORM
UNIT 3

NOTE: Please see reverse side for relevant contract provisions and filing instructions.

Name: CFA Chapter, CSU San Marcos

Date of Submission: October 13, 2005

Classification: Unit 3 Tenure-Track Faculty

Name of Representative: David Avalos

Department or
Equivalent Unit: University-Wide

Address of Rep.: VPA Department

Campus: California State University San Marcos

College of Arts and Sciences

Campus Telephone: (760) 750-4085

The named representative is an agent of CFA:

Yes

No

Signature: _____ Janet Powell, CFA Chapter President
For additional faculty signatures see attached.

Date of Informal Meeting: _____

LEVEL OF FILING

Level I - Formal (President/Designee)

Date: _____

Level II - Appeal (Chancellor's Office)

Date: _____

Term of agreement alleged violated, misapplied or misinterpreted (provision number):

Article 3 (Effect of Agreement), Article 11 (Personnel Files), Article 15 (Evaluation), Article 19 (Disciplinary Action Procedure), Article 20 (Workload)

Brief description of the grounds of the grievance (including names, dates, places, times, etc., necessary for complete understanding):

The CSUSM administration has issued unilateral assigned time application guidelines to the faculty. These guidelines have workload and disciplinary ramifications that were not bargained and are in violation of the Collective Bargaining Agreement.

If more space is needed, additional sheets may be attached.

Proposed remedy:

Revoke the guidelines and return to the status quo ante until such time as an agreement is reached with the CFA on a new policy.

Response:

Level I

Level II

Signature: _____



Title: Faculty Rights Representative

Date: October 13, 2005

Important Note: The collective bargaining agreement requires that all grievances be filed by:

- 1 Personal delivery
- 2 Certified Mail

Please provide one copy of each grievance filing or response to: (a) employee; (b) employer (level of filing); (c) CSU Employee Relations, Office of the Chancellor, 400 Golden Shore, Long Beach, CA 90802-4275; (d) CFA, 5933 W. Century Blvd., Suite 216, Los Angeles, CA 90045.

RELEVANT CONTRACT PROVISIONS

Informal Review

10.4 An employee shall have the right to present a complaint and to have it considered in good faith. The employee shall discuss the complaint with the appropriate administrator within twenty-one (21) days after the employee knew or reasonably should have known of the event giving rise to the complaint.

The informal review is intended to provide an opportunity to resolve complaints expeditiously without the necessity for filing a formal grievance.

Level I - Formal

10.13 A grievant eligible to grieve pursuant to provision 10.2 of this Article may file a Level I grievance with the President no later than forty-two (42) days after the event giving rise to the grievance, or no later than forty-two (42) days after the grievant knew or reasonably should have known of the event giving rise to the grievance. The grievant shall state clearly and concisely on a grievance form:

- a. the term(s) of the Agreement alleged to have been violated, misinterpreted, or misapplied;
- b. a description of the grounds of the grievance including names, dates, places, times, necessary for complete understanding;
- c. a proposed remedy;
- d. the name, department or equivalent unit, address at which the grievant shall receive all correspondence relating to the grievance, position/classification of the grievant, and his/her signature;
- e. the name and address of the grievant's representative, if any; and
- f. the date of submission.
- g. If the grievance derives from an action or decision by the Chancellor's Office, the President and the CFA may agree that the grievance may be filed directly with the Chancellor's Office, at Level II.

Level II Appeal

10.16 In the event the grievance is not settled to the grievant's satisfaction at Level I, the grievant may file a Level II grievance with the Office of the Chancellor no later than twenty-one (21) days after the Level I response. The grievant shall attach a copy of the previous grievance response together with any documents presented at that level.