

Amendments fill agenda

# Rule-change hearings set

The University is proposing to amend or adopt new administrative rules in the areas of employee grievances and appeals, sexual harassment and procedures for gaining access to public records at the University during April and May.

A hearing on three amendments and a new rule regarding employee grievances will be held at 3 p.m. Tuesday, May 4, in EMU Room 101. Individuals may present oral or written testimony at the hearing, or may submit written material on or before the hearing date to Muriel Jackson, administrative assistant, 110 Johnson Hall.

The proposed amendments to the rule "Introduction to University Grievance Procedures" would:

- Add a requirement that employee grievances be filed within 30 days of the date that the employee knows of the action causing the grievance.

- Provide protection from reprimands or retaliatory action for employees during the period their grievances are being considered.

- Provide for disciplinary action in cases where employees have knowingly filed a false complaint.

The amendment to the rule "General University Grievances" would add a requirement that appeals must be filed within 20 working days of receipt of a decision on a grievance.

Amendments to the rule "Other Provisions Applying to Grievances Generally" would:

- Require appeals of denials of tenure or promotion to be made within 90 days of receipt of the denial decision.

- Make it clear that the purpose of appeals is to consider the fairness and reliability of the decision-making process, not to provide a second opinion on the

same case. Information that is "genuinely new" may be introduced during the appeal.

The University is also proposing to adopt a rule that explains the procedures for appealing a decision on promotion or tenure when such a decision does not result in the employee receiving notice of termination.

A new permanent rule sets forth the University's policy prohibiting sexual harassment and the procedures to be followed in handling complaints of such harassment. Written comments on the rule must be turned in to Jackson's office by April 30.

The rule defines sexual harassment as "any sexual advance, request for sexual favors and other verbal or physical conduct of a sexual nature when submission to such conduct is made a condition of employment or academic experience or when such conduct creates a hostile or offensive working or academic environment."

The new rule directs persons who feel they have been sex-

ually harassed to either contact anonymously or file a formal complaint with the affirmative action director.

The director conducts a "discrete" inquiry into the allegations and reports to the appropriate vice president within 15 days. The report includes recommended actions, including disciplinary action, if the allegations have "substantial basis in fact."

Statements on the new rules explaining the procedure for gaining access to public records at the University must be submitted to Johnson's office by May 17.

The University will charge reimbursement costs for the labor involved in locating, assembling and copying the requested material.

Copies of any amendments or new rules are available at several campus locations, including the president's office in 110 Johnson Hall, the ASUO president's office in EMU Suite 4, the offices of academic deans and the library's catalog information service.

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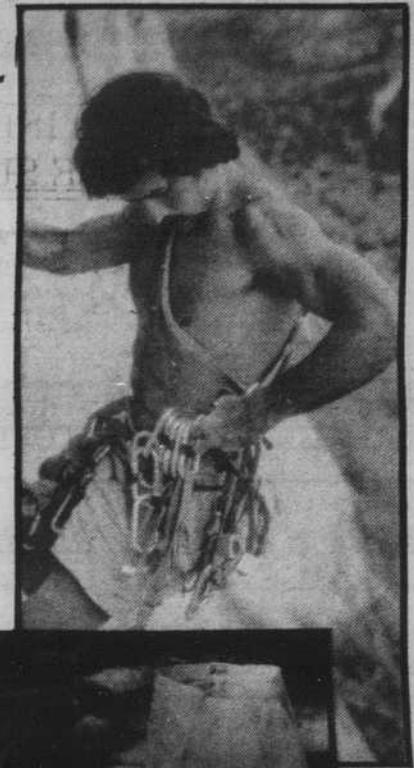
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## Five students win ad awards

Five students representing the University's American Advertising Federation chapter won the regional division of the National Student Advertising Competition April 17 in Seattle.

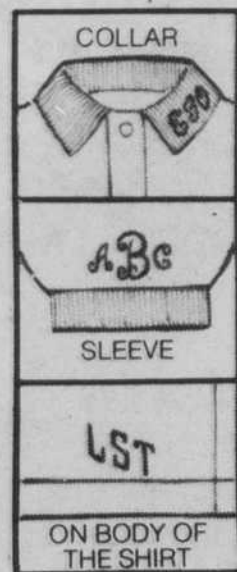
The group, which advances to national competition in Atlanta on June 12, includes: Tom Danowski, a journalism junior; Brian Gorman, an architecture/allied arts junior; Steve Saltzman, a marketing senior; Emerald advertising sales representatives Lori Maeyaert, a journalism senior and Kevin Roddy, a journalism junior.

"I think we have a really good chance in Atlanta," says Roddy. "The judges in Seattle said we won walking away... I'm optimistic about the national competition."

This was the first time the University's AAF chapter had entered the competition.

Designed for Corning Glass Works, the students' advertising campaign was delivered to judges in a 20-minute presentation that included marketing strategies, advertising layout and a campaign budget.

Roddy said assistant advertising professor Bob Taber was a "tremendous help. Without him we wouldn't have made it this far."



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