

Grievances to be submitted in writing

Board discusses rights amendment

A new Student Grievance Procedure (Article VI of the Student Rights, Freedoms and Responsibilities Document) went before the Clackamas Community College Board of Education for discussion yesterday.

"The new procedure has two facets as far as it," said Jim Roberts, director of student activities at CCC. "If the old procedure required the grievance to be submitted in writing, it probably would have been resolved sooner; and the new procedure makes 'due process' available to both student and faculty members."

"If a student feels that he has been randomly graded or discriminated against, he does have recourse under the grievance procedure," said Howard Fryett, assistant to the president at CCC.

The new procedure grew out of a grievance regarding grades that was brought by a CCC student last summer. In resolving the grievance it became obvious that the procedure was not specific enough, Fryett said.

"We discovered a conflict between the grievance procedure and the college's contract with the faculty," said Jerry Bellavita, ASG senator. "In revising the procedure we came up with new areas that needed examination."

Most of the changes in the Student Rights, Liberties and Responsibilities (SRLR) Document are to clarify wording and processes. A section has been added that deals with the disposition of records in grievance procedures; who should have access, and under what circumstances?

The grievance procedure itself reflects what both Fryett and Roberts termed "significant changes."

The SRLR document, if approved, will be included in the next printing of the CCC Student Handbook which will be available in fall 1977. Here, in its entirety, is Article VI of the document:

GRIEVANCE PROCEDURE

A. A student may seek redress if he believes he has been arbitrarily or capriciously evaluated on academic or technical performance according to institutional and departmental procedures or if any rights enumerated in this code have been violated. The steps for invoking a grievance shall be as follows:

1. The student shall first privately contact the staff member involved during a time mutually agreed upon informing the staff member that this contact is an attempt at informal conciliation according to SRLR Grievance Procedures.
2. If conciliation is not reached, the student shall submit the grievance in writing to the appropriate division chairperson or director and staff member. A meeting among division chairperson or director, staff member, and student will be scheduled by the chairperson or director. If conciliation is attained, the staff member and student will sign a statement to that effect.
3. If conciliation is not attained in Step 2 above, the division chairperson or director will present the grievance and a summary of the proceedings to date in writing to the Dean of Student Services and to the appropriate dean of the staff member involved.

4. If both deans deem it appropriate, they will meet with the staff member, student, and the division chairperson or director for a further attempt at conciliation. If conciliation is not attained, a grievance hearing will be scheduled.
- B. Grievance Hearing Committee Procedure
1. The Grievance Hearing Committee will be composed of the following members:
 - a. A chairperson who shall be appointed by the President of the college. The appointment will not be made from the section of the person being grieved.
 - b. Three students -- one selected by the grieving student; one selected by the affected staff member; one selected by the president of the Associated Student Government.
 - c. Three staff members -- one selected by the grieving student; one selected by the affected staff member; one selected by the chairperson of the appropriate staff association.

(The Dean of Student Services is responsible for providing secretarial services.)
 2. The Dean of Student Services will notify the Grievance Hearing Committee in writing of the date of the hearing which will be within ten (10) days following the completion of Step VI, A, 2. This notification will include the statement of grievance and a summary of proceedings to date.
 3. A tape recording and written summary of the Grievance Committee hearing will be kept.
 4. The Grievance Hearing Committee will receive evidence via grieving student, faculty member and witnesses.
 5. The Grievance Hearing Committee will meet in executive session to review evidence and arrive at a recommendation.
 6. The Grievance Hearing Committee's recommendation will be submitted to the President of the college within five (5) working days of the completion of the hearing for his final decision.
 7. Two or more students may file a grievance if:
 - a. The grievance is common to all parties.
 - b. Each student has complied with Step VI, A, 1.
 8. Disposition of records:
 - a. All records of the Grievance Hearing Committee will be retained in the President's Office and will be made available to deans, directors, and chairpersons as involved.
 - b. The President shall notify in writing the student, faculty member, and chairperson of the Grievance Hearing Committee of his decision on action to be taken. The chairperson shall inform the members of the committee of the President's action.

Board of Education ponders four-day week

Highlights of last Wednesday's Board of Education meeting include the possibility of putting the college on a four-day work week during the summer, the removal of all architectural barriers, and an agreement with Chemeketa Community College for out-of-district tuition waivers.

In that meeting, the Energy Use Task Force suggested to the board that the college should be able to bring about a 20 per cent energy savings during the summer by putting Clackamas Community College on a 10-hour day, four-day week. Further discussion will be held with college staff before action is taken.

A bid to remodel four restrooms to bring them into conformance with handicapped access requirements was awarded to Brockamp and Jaeger, Inc. Automatic doors for the college have been ordered and are expected to be installed in May.

Dr. John Hakanson, CCC president, recommended that the college approve an agreement with Chemeketa Community College whereby students from both CCC and Chemeketa would be able to take courses not available at their respective colleges and receive credit and tuition waivers.



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