



Staff Grievances

A grievance is defined as a dispute that is raised by an employee arising from the interpretation, application or alleged violation of SEC policies and its procedures. The goal of the grievance process is the satisfactory resolution of workplace issues. Southeast college recognizes the value of informally resolving workplace issues prior to presenting a formal grievance.

At the informal stage of the grievance process, an employee who feels that a grievance exists is encouraged to discuss the matter with their Direct Supervisor.

Director/Principal or Direct Supervisor's play a valuable role in informally attempting to find solutions to issues. Discussion and broad, creative development and evaluation of options often will lead to the resolution of complex and sensitive situations. SEC encourages the use of this process.

The formal stage of the grievance process should only be instituted when the informal approach is inappropriate or has been unsuccessful. If the grievance cannot be resolved informally, the grievance procedure outlined in the attached procedure will be followed. SEC shall ensure that no employee suffers reprisals or reduction in status as a result of having presented a grievance or having represented an employee in a grievance.

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