

5.I.1 Faculty Appeals

Subject	Faculty and Professional Staff	Effective From	Sep - 2011
Policy #	5.I.1	Latest Revision	Feb - 2025
Title of The Policy	Faculty Appeals	Next Review	Dec - 2025
Responsible Entity	Faculty Appeals Standing Committee	Policy Pages	2
Definitions	Appeals submitted by faculty members reflect the objection to a decision (disciplinary or performance evaluation), and a request for its revision.		
Purpose	This policy recognizes that faculty members have the right to appeal against the disciplinary actions taken against them.		
Scope	A faculty member who has reservations to disciplinary/evaluation decisions can submit an appeal of such decisions.		
Statement	AAU recognizes the right of faculty members to submit appeals that reflect their objections to disciplinary decisions or Performance Evaluation.		
Procedures	The following procedures must be followed when a faculty member appeals a disciplinary decision: • The faculty member must submit any appeal in writing to the University President within two weeks after receiving the decision, including a detailed statement of the basis of the appeal. • The University President refers the appeal to the Faculty Appeals Committee. • The Faculty Appeals Committee review the faculty member's appeal as well as any additional information prior to deciding whether to approve, modify, or reject the disciplinary decision. • Recommendations of the Faculty Appeals Committee must be approved by the Dean's Council. The following procedures must be followed when a faculty member appeals a Grievance decision: • The faculty member may appeal a Deans decision to the University President. • The faculty member must submit any appeal in writing two weeks after receiving the decision. • The University President refers the appeal to the grievance Committee. • The Grievance Committee review the faculty member appeal, as well as any additional information prior to approve, modify, or reject the Deans decision. • Recommendations of the Grievance Committee must be approved by the Dean's Council. Appeal Process If the faculty is not satisfied with the evaluation result, he may appeal through the following process:		

	• Within 1 week of receiving his annual evaluation, a faculty member may appeal by asking the College Management in writing to reconsider the annual evaluation. • Within 1 week of receiving the appeal, the College Management should review the annual evaluation, and either adjust the annual evaluation score(s) or provide written explanation of why they will remain unchanged. • Within 1 week of receiving the college response, a faculty member may appeal his annual evaluation to the university "Faculty Appeals Committee". • Within 1 week, the committee should make a recommendation regarding the faculty member's annual evaluation to the Deans Council. • Within 1 week of receiving the committee's recommendation, the Deans Council will either adjust the annual evaluation score or deny the appeal.
Recent Changes	