

5.1.2 Staff Appeals

Subject	Faculty and Professional Staff	Effective From	Sep - 2011
Policy #	5.1.2	Latest Revision	Feb - 2025
Title of The Policy	Staff Appeals	Next Review	Dec - 2025
Responsible Entity	Staff Appeals Standing Committee	Policy Pages	1
Definitions	AAU: Al Ain University		
Purpose	The purpose of the policy is to lay out the procedure, to be taken in case if the employee wants to defend the disciplinary action with justification.		
Scope	This Policy shall be applied to all administrative staff.		
Statement	The policy shall lay out the time line of the appeal and number of appeals.		
Procedures	The employee may appeal the disciplinary decision by presenting his / her appeal in writing to the University President within two weeks of the date on which the disciplinary decision is communicated to him/her in writing. Upon Receiving the appeal, the administrator shall review the matter. The decision on the appeal shall be issued within two weeks and will be considered final.		
Recent Changes			