

## **Policies & Procedures (<https://www.rochester.edu/policies>)**

**Explore by Topic(<https://www.rochester.edu/policies/policy-archive/>)**

**About / Contact(<https://www.rochester.edu/policies/about/>)**

**HOME ([HTTPS://WWW.ROCHESTER.EDU/POLICIES/](https://www.rochester.edu/policies/))**

**POLICIES ([HTTPS://WWW.ROCHESTER.EDU/POLICIES/ALL/](https://www.rochester.edu/policies/all/))**

**HUMAN RESOURCES ([HTTPS://WWW.ROCHESTER.EDU/POLICIES/ALL/?FILTER%5BPOLICY-AREA%5D=166](https://www.rochester.edu/policies/all/?filter%5BPOLICY-AREA%5D=166))**

**GRIEVANCE PROCEDURE**

---

**POLICY**

# **Grievance Procedure**

**LAST**

**REVISED**

**ON 02/** [Print](#) [Download PDF\(<https://www.rochester.edu/policies/policy/grievance-procedure/?pdf=1>\)](https://www.rochester.edu/policies/policy/grievance-procedure/?pdf=1) [Email\(\[mailto:?\]\(mailto:?subject=Grievance Procedure&body=\)subject=Grievance Procedure&body=](mailto:?subject=Grievance Procedure&body=)

**2023**

**This policy applies to:** All regular full-time and part-time non-probationary /non-introductory staff members, (Individuals represented by collective bargaining agreements receive benefits in accordance with those agreements.)

Complaints that contain allegations of discrimination and/or harassment based upon one or more protected classes (age, color, disability, ethnicity, gender identity or expression, genetic information, marital status, military/veteran status, national origin, race, religion/creed, sex, and sexual orientation) and are otherwise covered by the complaint and investigation process outlined in the **Policy Against Discrimination and Harassment (Policy 106)** (<https://www.rochester.edu/policies/policy/discrimination-harassment/>) will be dealt with under the Policy 106 process rather than the grievance procedure.

## Table of Contents

### I. POLICY

### II. PROCEDURE

#### A. STEP 1

#### B. STEP 2

#### C. STEP 3

### III. ASSISTANCE

## ABOUT THIS POLICY

### **Policy Number**

160

### **Policy Group**

Human Resources

### **Issuing Authority**

Human Resources

### **Responsible Officer**

Dominica Ranieri

### **Contact Information**

[dranieri@ur.rochester.edu](mailto:dranieri@ur.rochester.edu)

(mailto:

[dranieri@ur.rochester.edu](mailto:dranieri@ur.rochester.edu))

## RELATED POLICIES

### **Policy Against**

### **Discrimination,**

### **Harassment, and**

### **Discriminatory**

### **Employment/Service**

### **Practices**

([https://www.rochester.edu](https://www.rochester.edu/policies/policy/discrimination-harassment/)

[u/policies/policy/](https://www.rochester.edu/policies/policy/discrimination-harassment/)

[discrimination-](https://www.rochester.edu/policies/policy/discrimination-harassment/)

[harassment/](https://www.rochester.edu/policies/policy/discrimination-harassment/))

## POLICY KEYWORDS

### **Conduct**

([https://www.rochester.edu/](https://www.rochester.edu/policies/all/?filter%5Btopics%5D=346)

[policies/](https://www.rochester.edu/policies/all/?filter%5Btopics%5D=346)

[all/?filter%5Btopics%5D=346](https://www.rochester.edu/policies/all/?filter%5Btopics%5D=346)

<https://www.rochester.edu>



**See maps and directions**  
**Rochester, NY 14627**



**[Accessibility \(https://www.rochester.edu/accessibility.html\)](https://www.rochester.edu/accessibility.html)**

**[Nondiscrimination \(https://www.rochester.edu/oeenondiscrimination/\)](https://www.rochester.edu/oeenondiscrimination/)**

**[Feedback \(https://www.rochester.edu/communications/work/digital-strategy/feedback/\)](https://www.rochester.edu/communications/work/digital-strategy/feedback/)**

**[Privacy \(https://www.rochester.edu/privacy/\)](https://www.rochester.edu/privacy/)**

**[Copyright \(https://www.rochester.edu/copyright.html\)](https://www.rochester.edu/copyright.html)**

**[Emergency Information \(https://www.rochester.edu/emergency/\)](https://www.rochester.edu/emergency/)**

© University of Rochester 1996-2025

<iframe src="https://www.googletagmanager.com/ns.html?id=GTM-TT7PP8Z" height="0" width="0" style="display: none; visibility: hidden" ></iframe >