

D22-20 Appendix A

Annual Report of the Committee on Staff Grievances and Disciplinary Procedures (2021-22)

In accordance with article 10.9 of the *Regulations Relating to the Employment of Academic Staff* (Regulations), “the Committee on Staff Grievances and Disciplinary Procedures shall report annually to Senate and to the Board on the administration of the procedures described here”.

A staff member may file a grievance if he or she believes that he or she:

- (i) has been unfairly treated by the University in regard to the interpretation or application of University policy insofar as it relates to his or her academic career and working conditions; or
- (ii) has been subjected to arbitrary, discriminatory, or unreasonable actions taken against him or her by the University, either by act or omission.

Attempts are to be made to resolve the grievance before it reaches the Committee on Staff Grievances and Disciplinary Procedures, pursuant to the defined Stages 1 and 2 of the Regulations. Following due process, the Committee is empowered to form a Hearing Committee, hear the matters being grieved, and make recommendations in the spirit of resolution to the Principal for her consideration.

Based on a review of cases from Academic years 2017-2018 to 2021-2022, there were 26 grievances submitted, seven of which proceeded to a hearing on the merits before a Hearing Committee. Six grievances not heard by the Committee were withdrawn by the grievor, sometimes due to resolution through other means. Eight grievances not heard by the committee were dismissed at the Preliminary Determination stage in accordance to the Regulations and therefore were not further considered by the Committee. On one occasion, a grievance was put on hold when one or more of the parties was on leave. Five grievances remain pending before the Committee.

Academic Year of 2021-2022

The following summarizes the Committee’s membership and activities between September 1, 2021, and August 31, 2022.

The committee was composed of the following members:

Member	Department and Faculty
Professor Daniel Bernard, Chair	Pharmacology and Therapeutics, Faculty of Medicine and Health Sciences
Professor Inna Sharf, Vice-Chair	Mechanical Engineering, Faculty of Engineering
Professor Mark Brawley	Political Science, Faculty of Arts
Professor Rob Wisnovsky	Institute of Islamic Studies, Faculty of Arts

Professor Heidi McBride	Neurology and Neurosurgery, Faculty of Medicine and Health Sciences
Professor Warren Gross	Electrical & Computer Engineering, Faculty of Engineering
Professor Joann Whalen	Natural Resources Sciences, Faculty of Agricultural and Environmental Sciences
Professor John White	Physiology, Faculty of Medicine and Health Sciences

There were eight grievances filed during Academic year 2021-2022, two of which were later withdrawn by the griever.

Three grievances did not proceed to a hearing as they were dismissed at the Preliminary Determination stage because they did not comply with the Regulations.

Three grievances complied with the process set out in the Regulations and were determined by the Committee to be administrative in nature, pursuant to the Regulations. One grievance was heard by a Hearing Committee, which subsequently submitted a report to the Principal for consideration. The Principal's determination on the matter was communicated to the parties, in accordance with the Regulations. Hearings of the two remaining grievances filed during Academic year 2021-2022 remain pending.

Finally, one grievance, originally filed in 2019-20, but which was postponed due to the COVID-19 pandemic, was reactivated in 2021-2022 and heard by a Hearing Committee during the Academic year 2022-2023. The Hearing Committee's report was communicated to the Principal for consideration. The Principal's determination on the matter was communicated to the parties, in accordance with the Regulations.