

SCEA				
Process	Level I	Level II	Level III	Level IV Binding Arbitration
Contract Language 2024 – 2027 Article 12	12.2.1 <ul style="list-style-type: none"> Grievant shall discuss alleged grievance with immediate supervisor within fifteen (15) days of occurrence If resolution is not reached with supervisor within two (2) days of the discussion, Grievant shall present the “Grievance Form” to the next higher designated administrator or designee within three (3) days thereafter Grievant shall be informed of decision in writing within seven (7) days of receipt of grievance 	12.2.2 <ul style="list-style-type: none"> Grievant may file an appeal to decision of grievance with the President/ Superintendent within five (5) days Superintendent or designee shall communicate their decision to Grievant in writing within ten (10) days of receiving the appeal <ul style="list-style-type: none"> Either, Grievant or Superintendent / President may request a personal conference within the above time limits 	12.2.3 <ul style="list-style-type: none"> Prior to the submission of a grievance to Level IV, Binding Arbitration, either party may ask for the services of the State Mediation and Conciliation Service for mediation and recommendation. 	12.2.4 <ul style="list-style-type: none"> In the event the grievant is not satisfied with the decision at Level II, or the mediation step described in 16.2.3, if utilized, has not resulted in a settlement, the Faculty Association shall notify the Superintendent/President that the grievance shall be submitted to a neutral arbitrator. This should be done within ten (10) days after receiving decision in Level II or within ten (10) days after the mediation session Within ten (10) days of the grievant giving notice that they want to submit their grievance to arbitration, the parties shall meet for the purpose of identifying a mutually acceptable arbitrator.

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