

## Article X. DISCIPLINE AND DISMISSAL OF FACULTY

The College is committed to fostering a working and learning environment in which all of its members can flourish. To that end, this Article of the Faculty Handbook broadly defines the

h in this Handbook and/or failure to fulfill other departmental and College duties required of a faculty member.

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disclose information about a complaint to agencies or to individuals not involved in the complaint. Moreover, when the complaint involves alleged acts of a criminal nature, the College may be required by law to notify law enforcement authorities. The College may also publicly divulge details of the outcome if one of the parties discloses selective portions of the proceedings or if the findings or results of the College's investigation are contested in the course of a lawsuit.

### C. Procedures for Imposition of Sanctions Other than Dismissal

1. When a department chair, program director, or the Associate Dean of the Faculty Personnel Development, and Diversity (ADOFP) receives or initiates a complaint about a faculty member involving alleged professional incompetence, neglect of duties, professional misconduct, or personal misconduct, the first step should be for faculty and administrative colleagues to determine whether the complaint appears to have merit and then to address the matter informally through conversation and mentoring, provided the nature of the complaint permits informal resolution.

Informal actions in response to a complaint may include (but are not limited to)

- clarification of the standards of conduct;
- recommendation for counseling or mentoring;
- monitoring of the situation;
- support for self-help;
- mediation by a third party.

2. If the faculty member persists in failing to correct the behavior that has elicited the complaint, or if the basis of the complaint is sufficiently serious in the judgment of the ADOFP to warrant immediate formal action, the ADOFP will provide the faculty member with written notification of the charges and then convene a meeting with the faculty member, the department chair or program director, and others if appropriate. The faculty member may have a representative (not an attorney) present during the meeting.

After this meeting, the ADOFP will have 15 work days to complete his or her inquiry and to respond in writing to the faculty member regarding the outcome and the imposition of any disciplinary sanctions.

Formal disciplinary sanctions may include (but are not limited to)

- placing a letter in the personnel file for a specified period of time;
- placing a permanent letter in the personnel file;
- requiring regular reports on the faculty member's actions to rectify the matter;
- withholding of salary increases or stipends or travel funds;
- denial of sabbatical;
- reduction of salary;
- suspension (with or without pay) from teaching and/or other responsibilities and privileges.





G. Procedures of the Faculty Advisory Board and the Grievance Panel in Cases Involving Dismissal

Following the referral from the ADOF, the FAB will be convened by the FAB chair, and the

2. For appeals based on (i) procedural error that might have affected the outcome of the decision or on (ii) new evidence, the faculty member may appeal to the President.

Whether the appeal comes through the CAFR to the President, or whether it comes directly from the faculty member, the President will decide whether the appeal has merit with respect to the appropriate criteria in each case, a review of the record, and a review of the recommendations and findings related to the charges.

The President has the options of

- denying the appeal
- returning the case to the CAFR or the GP with specifications for further findings and recommendations
- conducting further investigation or

The President may also refer the case to the GP for a hearing.