

BP 7280 Complaint Procedure, Classified Employees

7280.1 Preamble

It is the intent of the Board of Trustees in adopting this complaint resolution procedure to provide a means by which an alleged violation or misapplication or misinterpretation of District policy or regulations may be processed effectively and fairly. It is the goal of the Board and the administration to see that complaints are ameliorated at the first level of supervision if at all possible; but if complaints cannot be resolved at this level, a procedure is provided to process complaints formally. Complaints must be processed according to established timelines.

7280.2 Definitions

A complaint shall mean an alleged violation, misapplication, or misinterpretation of District policy or regulations which directly and adversely affect the complaint.

A complainant shall be a classified employee of the District who has filed a complaint.

Multiple complaints shall be a series of complaints involving the same issue or arising from the same circumstance.

7280.3 Exclusions

Matters excluded from the Complaint Procedure are:

Written charges recommending suspension, demotion or dismissal; Performance evaluations; Complaints about the subject matter of rules, policies or procedures; Matters covered by employee organization bargaining agreements.

See Administrative Procedure 7280

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