



2100 Chester Avenue
Bakersfield, CA 93301-4099
(661) 336-5100

Article 16 – Appendix A

- Bakersfield College
- Cerro Coso College
- Porterville College

KCCD Informal Grievance Summary

- The purpose of the grievance procedure is to secure, at the lowest possible administrative level, and as rapidly as possible, equitable solutions to problems affecting the compensation or working conditions of unit members and the Association.
- At the request of the Grievant or Association, the informal grievance conference will be acknowledged on this form and sent to the grievant and Association.

Name of Grievant	Date of Conference
Name of Educational Administrator	
Names of other attendees	
Issue for Informal Grievance:	
Summary of Informal Conference:	
Resolution (if applicable):	
Signature of Educational Administrator	Date



2100 Chester Avenue
 Bakersfield, CA 93301-4099
 (661) 336-5100

Article 16 – Appendix B

- Bakersfield College
- Cerro Coso College
- Porterville College

Faculty Statement of Formal Grievance Coversheet for Grievance File

- The purpose of the grievance procedure is to secure, at the lowest possible administrative level, and as rapidly as possible, equitable solutions to problems affecting the compensation or working conditions of unit members and the Association.
- All relevant original documents will be attached to this cover sheet. Copies will be made for the Grievant and Immediate Educational Administrator.

Name of Grievant	Date of Alleged Occurrence
Name of Educational Administrator	
Indicate the specific article(s), section(s), and paragraph(s) of the Agreement that has been violated	

Please insert the appropriate dates and check off each stage as it is completed. At any point where the grievance is resolved please sign and date the final line.

<p>Level 1 Grievance Process (Between the Faculty Member and the immediate Educational Administrator be filed within ten (10) days of their formal decision)</p> <p><input type="checkbox"/> Date of Level 1 grievance submission _____</p> <p><input type="checkbox"/> Timeline date for completion of the Level 1 grievance _____</p> <p><input type="checkbox"/> Resolution reached. Date _____</p>
<p>Level 2 Grievance Process (Between the Faculty Member and the College President be filed within ten (10) days of the Level 1 decision)</p> <p><input type="checkbox"/> Date of Level 2 grievance submission _____</p> <p><input type="checkbox"/> Timeline date for completion of the Level 2 grievance _____</p> <p><input type="checkbox"/> Resolution reached. Date _____</p>
<p>Level 3 Grievance Process (Between the Faculty Member and the KCCD Chancellor or designee be filed within ten (10) days of the Level 2 decision)</p> <p><input type="checkbox"/> Date of Level 3 grievance submission _____</p> <p><input type="checkbox"/> Timeline date for completion of the Level 3 grievance _____</p> <p><input type="checkbox"/> Resolution reached. Date _____</p>
<p>Level 4 Grievance Process (Arbitration Faculty Member and the College President be filed within 15 days of the Level 3 decision)</p> <p><input type="checkbox"/> Date of Level 4 grievance submission _____</p> <p><input type="checkbox"/> Timeline date for completion of the level 4 grievance _____</p> <p><input type="checkbox"/> Resolution reached. Date _____</p>

Attach final resolution or arbitrator's decision, if arbitration is the final level)

Original to: Immediate Educational Administrator Copy to: Grievant 7/2005



2100 Chester Avenue
Bakersfield, CA 93301-4099
(661) 336-5100

Article 16 – Appendix C

- Bakersfield College
- Cerro Coso College
- Porterville College

Faculty Grievance: Level 1

Grievant:

College:

Department/Division:

Educational Administrator:

Contract Article(s), section(s) and paragraph(s) alleged to be violated:

Date of Occurrence:

Nature of Grievance (Be Specific):

Adverse Effect Upon Grievant:

Results from Informal Conference:

Date of Informal Conference:

Resolution Sought by Grievant:

Grievant's Signature

Date

Original to: Educational Administrator

Copy to: Grievant and Association

7/2005



2100 Chester Avenue
Bakersfield, CA 93301-4099
(661) 336-5100

Article 16 – Appendix D

- Bakersfield College
- Cerro Coso College
- Porterville College

KCCD Faculty Grievance: Level 2

Grievant:

College:

Department/Division:

College President/Designee:

A COPY OF THE ORIGINAL GRIEVANCE AND THE DECISION GIVEN BY THE IMMEDIATE EDUCATIONAL ADMINISTRATOR AT LEVEL 1 MUST BE ATTACHED TO THIS FORM.

Reason for Appeal:

Grievant's Signature:

Date

COLLEGE PRESIDENT/DESIGNEE'S RESPONSE

Date Appeal Received:

College President/Designee's Signature:

Date

Title:



2100 Chester Avenue
Bakersfield, CA 93301-4099
(661) 336-5100

Article 16 – Appendix E

- Bakersfield College
- Cerro Coso College
- Porterville College

KCCD Faculty Grievance: Level 3

Grievant:

College:

Department/Division:

A COPY OF THE ORIGINAL GRIEVANCE AND THE DECISIONS THROUGH LEVEL 1 AND 2 MUST BE ATTACHED TO THIS FORM.

Specific Reason for This Appeal:

Election of Grievant to Proceed by (Check One):

- A meeting with the Chancellor or Designee, or
- Conciliation by the California State Conciliation Service

Grievant's Signature:

Date

Original to: Educational Administrator

Copy to: Grievant and Association

7/2005