

CYCU Implementation Rule on the Staff and Workers Grievance Review Committee

2020.03.05 978th Executive Council Amended.

Article 1

In order to protect the rights and interests of the staff and workers, resolve disputes, and promote campus harmony, especially according to the provision of Article 24 of the Organizational Regulation of the university set up the Chung Yuan Christian University Staff and Workers Grievance Review Committee (hereinafter referred to as the grievance review committee)

Article 2

The grievance review committee shall consist of nine to eleven members, two faculty members shall be selected by various review committees of faculty, staff, four staff members and one workers member, and the rest shall be appointed by the president; the committee members shall include two legal experts. If in needed, additional one or two relevant personnel may be temporarily appointed as committee members with respect to the nature of the grievance case. Committee members of either gender shall make up at least one-third of the total membership. Members of the grievance review committee serve a term of one year and may continue to serve one more term. The term of temporary additional members shall be limited to the session period of respective grievance case.

Article 3

The grievance review committee is responsible for reviewing grievance cases where the staff and workers are dissatisfied with the university's measures related to personal rights and interests.

Article 4

The chairman of the grievance review committee is mutually elected among the members and serves a term of one-year, and may continue to serve if re-elected. The chairman shall be the convener. If for reasons the chairman is unable to attend the meeting, the attending committee members shall elect one member to preside over the meeting.

Article 5

The grievance review committee shall be attended by members at least two-third of

the total membership before it shall be convened, except that the resolution of the review decision document shall be approved by two-thirds of the attending members, the resolutions of other matters shall be made by a majority of the attending members .

Article 6

Before the committee members begin the deliberation on the case, those who have a stake in the grievance case shall recuse themselves, and the complainant may also petition the committee members who have a stake in the grievance case to recuse. The petition referred to in the preceding section shall be decided by the grievance review committee.

Article 7

Staff and the workers of the university who consider that the university's measures with respect to their personal rights and interests are inappropriate may fill a written grievance within thirty days from the date when the measures are known. The grievance document shall indicate the facts and reasons for the grievance and the remedies desired to obtain, and relevant documents and evidences shall be attached as well. Matters related to the grievance cases will be assisted by the human resources office.

Article 8

The grievance review committee will not accept the grievance cases that exceed the time limit or matters that shall apparently be heard by the court. Even the grievance cases have exceeded the time limit, under special situations if refusing to relief will be apparently lacked of fairness, the grievance review committee may suggest remedial measures.

Article 9

The complainant, respondent or other persons having a stake shall immediately inform the grievance review committee if filling civil, criminal, or administrative lawsuits during the grievance procedures regarding the grievance case or its related matters. When the grievance review committee learns the situations mentioned in the preceding section, it shall immediately suspend the deliberation, and continue to handle after the litigation is concluded.

Article 10

The grievance review committee deliberates based on the written materials and the meeting will not be public, however, the complainant, the respondent, and the related

persons may be notified to attend the meeting to explain.

Article 11

After receiving a grievance case, the grievance review committee shall prepare the decision document within sixty days, unless there is situation that shall not accept or suspend the deliberation, and thus directly notify the complainant and the respondent. Before the decision document is completed, it may suggest to stop enforcing the original measures against the complainant. The decision document shall indicate the courses of the incidents, the statements of both sides, the reasons for the deliberations, and provide concrete suggestions if there are any proposed remedial measures.

Article 12

The decision document shall be served to the complainant and the respondent.

Article 13

The university shall implement the remedial measures suggested in the decision document. If there are ones that indeed are in violation of the laws or difficult to implement, it shall enumerate the concrete reasons and reply an official letter to the grievance review committee.

Article 14

This rule has been passed by the executive council and reported to the president for promulgation and implementation, and the same shall also apply when amendments.

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