To: University Council of MSU

From: Francisco A. Villarruel, Faculty Grievance Official

Date: January 14, 2020

Subject: Annual Report of the FGO
Covering August 29, 2018 - August 27, 2019

In compliance with Article IX.G of the Faculty Grievance Policy, I submit to the MSU University Council this annual report of the activities of the Faculty Grievance & Dispute Resolution Office. This report covers the grievances, conferences, and inquiries handled by the office from August 29, 2018 through August 27, 2019.
**Please note that the below numbers may not appear to be congruent due to the fact that a single grievance’s activity may take place in multiple reporting windows with each progressing at its own pace.**

1. **FORMAL GRIEVANCE ACTIVITY**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 Formal Grievances Filed</td>
<td>10</td>
</tr>
<tr>
<td>1.2 FGO Jurisdictional Findings</td>
<td>8</td>
</tr>
<tr>
<td>1.2.1 Grievances Allowed</td>
<td>1</td>
</tr>
<tr>
<td>1.2.2 Grievances Dismissed for Lack of Jurisdiction</td>
<td>7</td>
</tr>
<tr>
<td>1.3 Jurisdictional Appeals Filed</td>
<td>6</td>
</tr>
<tr>
<td>1.3.1 FGO Jurisdictional Decisions Upheld by Panel</td>
<td>5</td>
</tr>
<tr>
<td>1.3.2 FGO Jurisdictional Decisions Overturned by Panel</td>
<td>0</td>
</tr>
<tr>
<td>1.3.3 Appeals on Hold Pending Resolution</td>
<td>1</td>
</tr>
<tr>
<td>1.4 Grievances Resolved Informally</td>
<td>2</td>
</tr>
<tr>
<td>1.5 Grievances Withdrawn</td>
<td>0</td>
</tr>
<tr>
<td>1.6 Grievances Held in Abeyance</td>
<td>4</td>
</tr>
<tr>
<td>1.7 Grievance Hearings</td>
<td>0</td>
</tr>
<tr>
<td>1.8 Grievances Pending Resolution</td>
<td>4</td>
</tr>
</tbody>
</table>

2. **MEDIATION ACTIVITY**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1 Resolved</td>
<td>1</td>
</tr>
<tr>
<td>2.2 Ongoing</td>
<td>2</td>
</tr>
</tbody>
</table>

3. **FORMAL GRIEVANCE CASES PENDING RESOLUTION**

| Cases Pending Resolution | 6 |
4. SUBJECT OF FORMAL GRIEVANCE CASES

4.1 Subject of Filed Grievances:

- Discipline: 5
- Annual Review: 3
- RPT: 1
- Termination: 1

4.2 Subject of Formal Hearings: N/A

5. CONFERENCES (in-person and by phone)

5.1 Subject:

- Department Climate: 28
- FGO Procedure: 26
- Discipline: 20
- Annual Review: 17
- Mediation: 16
- Administrator Relations: 14
- Informal Resolution: 9
- RPT: 9
- Workload Expectations: 7
- Compensation Dispute: 3
- Contract: 2
- Termination: 2
- Department Procedure: 1
- Research Integrity: 1
- Retirement: 1

5.2 Participants:

- Faculty: 99
- Administrators: 61
- Others (e.g., attorneys): 6

5.3 Type:

- One Person: 125
- Two or More Persons: 31

Total Conferences: 156
6. INQUIRIES (email and phone)
The Office engaged in a large volume of email communication related to the following subjects (email counts represent each topic of communication per person versus every email received or sent):

6.1 Subject:  
- FGO Procedure: 172
- Mediation: 61
- Discipline: 58
- Annual Review: 44
- Department Climate: 42
- RPT: 41
- Informal Resolution: 30
- Termination: 19
- Workload Expectations: 19
- Administrator Relations: 14
- Department Procedures: 6
- Bylaw Review: 5
- Contract: 4
- Retirement: 3
- Compensation Dispute: 2
- Administrative Review: 1
- Research Integrity: 1

6.2 Source:  
- Faculty: 269
- Administrators: 245
- Others: 66

Total Inquiries: 522
PROCESSING AND DISPOSITION OF GRIEVANCES:
During the reporting period from August 29, 2018 to August 27, 2019, the FGO made a total of 48 jurisdictional decisions in 8 cases. Decisions were appealed in 6 of these cases; FGO rulings were upheld by Jurisdictional Appeal Panels in 5 cases, a 6th case was held in abeyance pending informal resolution.

OTHER ACTIVITIES OF THE FGO:
- Attended UCFA and University Council meetings
- Presented and discussed formal FGO procedures and conflict resolution principals during the “Dean School” event for new deans
- Participated in New Administrator Orientation
- Staffed a table at the Information Fair for new faculty members
- Participated in a one-day “Alternative Dispute Resolution Summit” facilitated by the State Bar of Michigan

Note on personnel: On September 18th the University Committee on Faculty Affairs (UCFA) approved my appointment as FGO Responsible Administrator on an interim basis during the pendency of the search for a permanent FGO. My permanent appointment to the position was approved by the Board of Trustees on February 15, 2019.

Also in February of 2019 the Provost appointed Michelle Kaminski to serve in the newly created position of Associate FGO, a term which began in August of 2019.

I take this opportunity to acknowledge the cooperation and assistance from faculty and administrators who aided me in resolving grievances and who served on panels for hearings and jurisdictional appeals. I thank the University Committee on Faculty Affairs and the Office of the Provost for their support and assistance. I am grateful to FGO administrative assistants Ms. Maureen Cullen and Mr. Samuel AcMoody for their tireless work and ongoing support.

Respectfully submitted,

Francisco A. Villarruel
Faculty Grievance Official and
Professor, Department of Human Development and Family Studies

FV/mc